Pre Go-Live Timeline for End-Users

umoja
be the change

SUPPORT RESOURCES

Training

Help Desk

Deployment Desk Officer

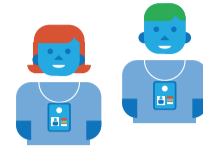User Quick Guide

Training Practice Systems Manual

Umoja Website Resources

Umoja Website FAQ's

Umoja Talk

STAFF & NON STAFF PERSONNEL

6-8 WEEKS BEFORE GO LIVE

USER ACCESS MAPPING managed by OCM

- Identified as an Umoja user
- Assigned an enterprise role

4-6 WEEKS BEFORE GO LIVE

TRAINING - Level 1 & 2

inspira — CBT (Computer based training)

inspira managed by OHRM

U-perform — Taped simulations

EXAM
SURVEY
CERTIFICATE

TRAINING - Level 3

inspira & classroom —
ILT (Instructor led training)

EXAM
SURVEY
CERTIFICATE

5 WEEKS BEFORE GO LIVE

EIDMS activation managed by OICT

1. EIDMS number is activated by the Umoja Team for each user
2. User receives activation email from OICT
3. User can now log in at *http://login.umoja.un.org* to Umoja Dashboard
4. Prompt to download or run Citrix Receiver

An EIDMS number is ...

- A unique ID number that allows OICT to map users to Umoja.
- More unique, sophisticated and secure than your staff index number or email address.
- Unique for all UN staff, consultants, vendors & retirees, but is not activated for use in Umoja SAP until requested by Umoja
- Not be requested by users by visiting eidms.un.org

TRAINING PRACTICE SYSTEMS

Umoja SAP — Practice Environment

- Requires EIDMS # activation for access
- Access from the Umoja Dashboard

2 DAYS BEFORE GO LIVE

Umoja USER managed by Umoja Security

Umoja SAP — Live Production

- SAP credentials to begin using Umoja

GO LIVE | Help Desk - managed by ICC