

ANNOUNCEMENT

To: OAKS CI Users

Subject: OAKS CI, 6th Wave of Conversion to Shells

Hello everyone,

OAKS CI is converting projects in our Agency environment from “standard projects” into “shells” in preparation for the transition to the Oracle cloud.

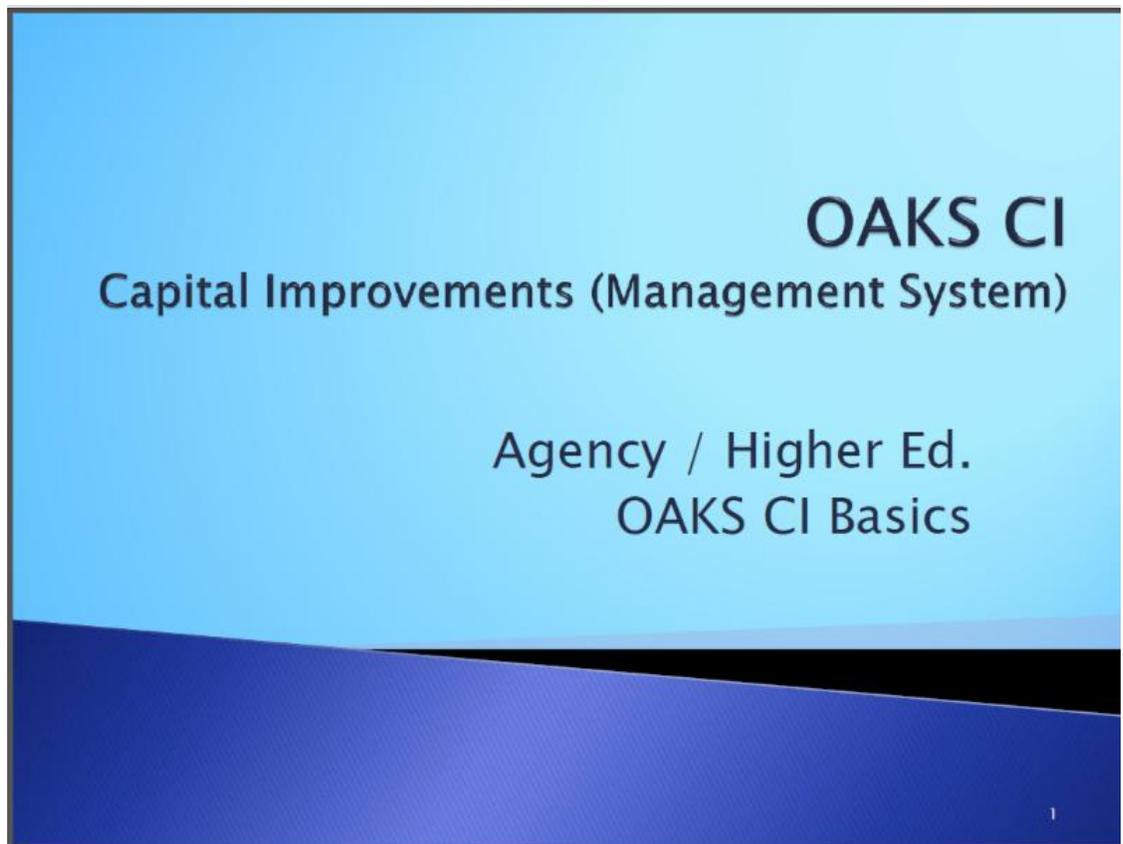
On the morning of Thursday December 18th from 4 AM to 6 AM, we will convert all existing and historical projects from the Board of Regents, Department of Developmental Disabilities, Opportunities for Ohioans with Disabilities, and North Central State College. Please refrain from logging in or attempting to do OAKS CI work during this time.

You will notice that your projects will physically move from the Projects tab to the Agency or Higher Ed tab in OAKS CI. In most cases, the Projects tab will disappear. Each affected project will become a project within an Organization. All existing records and documents will be moved into the new environment and will be accessible as before. Individual access permissions will also remain unchanged within the projects. Please see the attached navigational job aid for assistance, or call the OAKS CI support desk at 614.644.2211 or email us at oaksci@ofcc.ohio.gov.

Quick Links

[OFCC Website](#)

[OSFC Website](#)

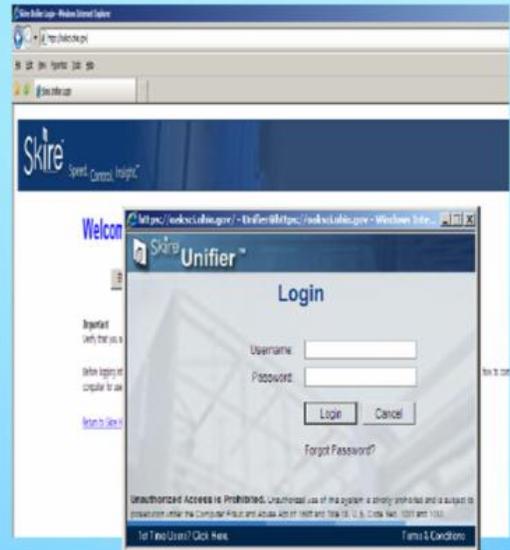


Unifier Login

- ▶ Open Internet Explorer
- ▶ Navigate To

<https://oaksci.ohio.gov>

- ▶ Username:
your assigned user name
- ▶ Password:
your assigned password
- ▶ Click "Login"



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Agency and Higher Education Project Access

Agency and Higher Education Organization/Project Access

Tasks or New Alerts:

| Number | Name | Tasks | Alerts | Company Name |
|---------------|------------------------------------|------------------------------|--------|---------------|
| WGU Test Proj | Wright State Test Project | 1 Total, 1 New, 0 Late | | State of Ohio |
| UCN-129061 | UC Training | 9 Total, 6 New, 0 Late | | State of Ohio |
| SFO-130898 | DFCC Specialty Consultant List | 1 Total, 0 New, 0 Late | | State of Ohio |
| OO-120001 | Agency General Functional Training | 15 Total, 14 New, 0 Late | 1 New | State of Ohio |
| OO-160001 | SAD Consultant List | 322 Total, 310 New, 0 Late | 3 New | State of Ohio |
| OO-480004 | OAKS CI Training 4 | 1 Total, 1 New, 0 Late | | State of Ohio |
| OO-480003 | OAKS CI Training 3 | 5 Total, 2 New, 0 Late | | State of Ohio |
| OO-480001 | Agency General Projects Test | 2 Total, 2 New, 0 Late | | State of Ohio |
| OO-480002 | OAKS CI Training 2 | 355 Total, 274 New, 125 Late | 8 New | State of Ohio |
| OO-480001 | OAKS CI Training 1 | 393 Total, 305 New, 289 Late | 13 New | State of Ohio |
| MUNI-199061 | Miami University Training Project | 35 Total, 34 New, 27 Late | 1 New | State of Ohio |
| KSU-050902 | KSU Projects Test | 10 Total, 10 New, 0 Late | | State of Ohio |
| CLD-116001 | Cleveland State Training Project | 13 Total, 9 New, 0 Late | | State of Ohio |

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Project Access

By choosing a tab you now see the organizations that you may access

Click on the Organization, to view the projects housed within

| Agency Name | Agency OAKS Business Unit | Contact Name | Status |
|-----------------------------|---------------------------|----------------------|--------|
| Cincinnati | UN001 | Mary Beth McGraw, AA | Active |
| Cleveland State | CLS01 | Edward Schmitzka | Active |
| Kent State University | KSU01 | Michael Brader | Active |
| Miami University | MUN01 | David Cramer | Active |
| Ohio State | OSU01 | | Active |
| Wright State University | WSU01 | Daniel L. Papp, PE | Active |
| Youngstown State University | YSU01 | John Holden | Active |

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Project Access

ments: View file attachments

Double click on the project to navigate to it's home page

| Project Number | Project Name | Setup Template | Administration | Setup Date | Status |
|----------------|----------------------------------|----------------|----------------|------------|--------|
| CLS-110091 | Cleveland State Training Project | | | 06/14/2011 | Active |

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Project Home Page

The screenshot shows a web application interface for a project. The browser address bar shows 'Higher Ed > Cleveland State > Cleveland State Training Project'. The page title is 'Cleveland State Training Project - Home'. The interface includes a navigation menu on the left with items like Alerts, Mailbox, Collaboration, Information, Cost Manager, Data Manager, Document Manager, Logs, and Reports. The main content area is divided into sections: 'Summary' with an 'Image' placeholder, 'Items Requiring Your Attention' with counts for Tasks (13 New, 9 Late, 0), Messages (1 New), Draft Records (4 New), and Alerts (0 New), 'Details' with project information, and 'Links'. The 'Details' section contains the following information:

| | |
|-----------------|------------------------------------|
| Project Number: | CLS-110001 |
| Project Name: | Cleveland State Training Project |
| Description: | |
| Administrator: | Shazana Hooks |
| Currency: | United States Dollar (USD) |
| Status: | Active |
| Email Address: | 1024-ca@csd@ccomments.iam.ohio.gov |

A red arrow points from the 'Project Home Page' label in a red box to the 'Project Name' field in the 'Details' section.

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Project Home Page

The screenshot shows a web application interface for a project. The browser address bar shows 'Agency > Higher Ed'. The page title is 'Cleveland State General Shell Template - Home'. The interface includes a navigation menu on the left with items like Alerts, Mailbox, Collaboration, Information, Cost Manager, Data Manager, Document Manager, Logs, 72 Hour Notice, Action Items, Advertisements, Budget - Initial, Budget - Revisions, Change Order, Closeout - Contractor, Closeout - Professional, Contract, Contract Schedule of vs, Contractor Qualification, Contractor Pay Request, Design Reviews, Escrow Accounts, Field Reports, Financial Risks, Fund Allocation, Fund Release, Fund Transfers, Liens, and Links. The main content area is divided into sections: 'Summary' with an 'Image' placeholder, 'Items Requiring Your Attention' with counts for Tasks (0 New, 0 Late, 0), Messages (0 New), and Draft Records (0 New), 'Details' with project information, and 'Links'. The 'Details' section contains the following information:

| | |
|-----------------|---|
| Project Number: | CLS-110001 |
| Project Name: | Cleveland State General Shell Template |
| Description: | General Template for all Cleveland State projects |
| Administrator: | Project Number of form CLS-System |
| Currency: | United States Dollar (USD) |
| Status: | Active |
| Email Address: | 1059-ca@csd@ccomments.iam.ohio.gov |

A red box highlights the 'Items Requiring Your Attention' section with the text: 'As you can see, only the navigation to your project changed, nothing else.'

• Today • Tomorrow •
Together •

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Questions?

Please contact OAKS CI
Support Desk:

OAKSCI@OFCC.OHIO.GOV

or

614.644.2211

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Shauna K. Hooks
IT - Customer Support Supervisor

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Oaks CI Support: oaksci@ofcc.ohio.gov