



HELPING OUR MEMBERS WORK TOGETHER  
TO KEEP THE LIGHTS ON... TODAY AND IN THE FUTURE.

# GlobalScape Migration

(for Engineering Data Exchange)

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# Background

- Project Overview
  - Migration of engineering file sharing from TrueShare to GlobalScape
- Value or Purpose
  - TrueShare is a tool used by SPP Engineering staff to exchange data with member and other external engineering staff
  - The GlobalScape solution is hosted in house at SPP
  - Allows for greater security and control over information shared with members

# Member Impact and Expectations

- **Member Impact**

- This tool is only used by employees within engineering groups (it will not affect those who do not use the current tool, TrueShare)
- Basic business functions will remain the same as with the TrueShare file sharing solution (with the exception of the six-month expiration period)
- The GlobalScape site provides a more friendly user interface and is able to handle larger files

- **Action needed from Members**

- Users will be required to access a new site for file sharing with SPP at the following link: [SPPDocuShare](#)
- Users will need to be on the lookout for new log-in information from SPP
- Users will need to adapt to the twelve-month expiration period by ensuring that they download and save critical information in a timely fashion

# Timeline

## Project Schedule

<u>Date</u>	<u>Responsible Party</u>	<u>Action</u>
7/13	SPP	Publish MIPO to CWG site
7/20	SPP	Review MIPO w/ CWG
9/11	SPP	Publish MP Testing details via MIPO revision
9/18-10/2	SPP	Migrate files from TrueShare to GlobalScape
10/3-10/23	SPP / Member	Training
10/23-11/6	Member	Testing phase
11/7	SPP/Member	Migration Complete

**\*Please Note: TrueShare will be available through January of 2018 with read-only access.**

# Project Resources

- Training will consist of a series of WebEx conferences
- Use of the GlobalScape tool will be demonstrated
- A document will be made available to all users with instructions for how to use GlobalScape
- GlobalScape online help files can be found here:  
<http://help.globalscape.com/help/>

# Key Takeaways

- **Important Points to Remember**
  - This migration will only affect engineering groups, as they are the users of the current tool, TrueShare
  - TrueShare is hosted externally
  - Due to information security concerns, SPP has decided to bring the file sharing solution in-house by utilizing the GlobalScape product which is hosted internally
  - This will allow greater control and security of the information shared and housed on SPP's file sharing platform
  - Users of the current tool, TrueShare, will need to be on the lookout for new login info when GlobalScape is rolled out
  - Members need to review the MIPO
  - Members will need to adapt processes and procedures to reflect the new tool and the twelve-month retention plan

# Questions

