a tour of our new strategy

introducing

the Kingdom Webwright Office

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Rather than stand up and bore you all with details, we have put together this declaration of our current state and our intent. Read through it at your leisure and feel free to reach out with any questions or comments to webwright@sca-caid.org.

The team

We are the Kingdom Webwright Office

Current Challenges:
- No current staff list and spotty agreements on file
- Unique personnel and reporting challenges
- Domains/sub-domains that were not being kept up-to-date

Solutions:
- Move to a core Kingdom Office (the Web Minister and three to five deputies), all webwrights are Kingdom Deputies for Content and Infrastructure
- More folks to help – making it less work for everyone with better results
- A better system for Agreements to Serve
- Kingdom responsibility for updating sites for any group or branch that does not have a current webwright
- Provide training for all staff on applicable technologies
- Maintain an active conversation with the Society Web Minister and other Kingdom Web Ministers

The premise: \<group>.sca-caid.org

Current Challenges:
- 77 domains and 100+ sub-domains, many of which were no longer registered
- Large number of redirects and mirrors
- Many domains with core software out of date
- Few domains with simple security protocols in place
- High domain registration costs
- Sites outside of the kingdom hosting model

Solutions:
- Retire all domains without registrations
- Archive and retire domains that are hosted but no longer in use
- Remove all redirects and mirrors
- Gradually migrate all independent domains to sub-domains
- Update all core software and institute a monthly review process to keep it up to date
- Implement consistent security protocols to harden the whole environment
- Migrate all sites outside of the kingdom hosting model to sub-domains

Google Suite

WordPress   **Trello**

Divi   **YouTube Channels**

Structured Database   **Slack**

Security Plugins   **Automatic Updates**

iVolunteer   **Document Management**

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Current Challenges:
- Lack of a common communication platform
- Inconsistent email structure
- Lack of a shared task management system
- Lack of a document management system
- Insufficient knowledge pool for existing database platform
- Lack of a consistent look and feel
- Out of date software

Solutions:
- Utilize Google Suite where ever possible, beginning with email and discussion lists
- Utilize WordPress consistently across all sites
- Utilize Trello for shared task management
- Provide access and training in the use of YouTube channels for more vibrant site content
- Purchase and implement the Divi WordPress theme to provide improved functionality and site consistency
- Purchase and implement Slack as a common communication platform
- Implement standard security configurations and plugins
- Implement automatic updates on all installed software
- Utilize iVolunteer as our volunteer management platform for large events
- Purchase and implement a structure document management platform for all documents, forms and reports
- Purchase and implement a structured database platform to organize and modernize our core information
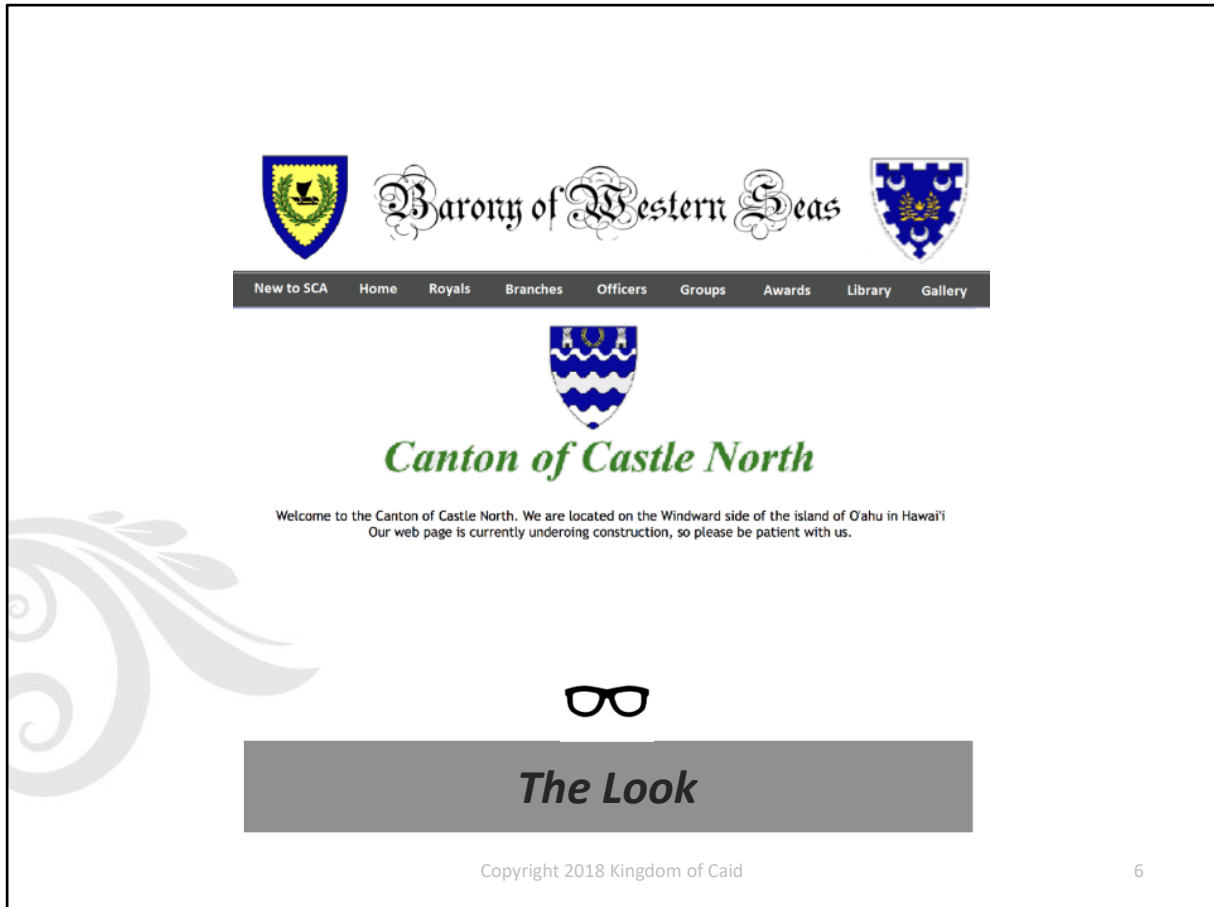
Current challenges:
- Lack of visual consistency across kingdom, branches and groups
- Lack of required copyright notices and standard disclaimers
- Lack of appropriate navigation and access to kingdom and society sites
- Limited ability to locate required documents in a timely manner

Solutions:
- Provide access to a standardized theme
- Provide access to a structured document repository and sample usage
- Require consistent headers and content organization
- Ensure required copyright notices and standard disclaimers

**3 Do it well
Do it right
Do it now**

The Rules

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Current Challenges:
- Lack of signed Agreements to Serve for existing webwrights
- Lack of appropriate warrant documentation
- No reporting being done to speak of – at any level
- Lack of a process for membership verification
- Lack of documentation on standard processes

Solutions:
- New or refiled Agreements to Serve are being collected for everyone with credentials
- Warrants will be for a one year term, revisited annually. Anyone with credentials requires a warrant. Credentials may not be shared.
- Reports will be required to maintain a warrant. Quarterly reports keep us honest. Annual reports are an opportunity to tout successes
- Monthly reviews help everyone stay current for both filings and content
- A membership lapse will result in a warrant suspension until corrected. Credentials will be suspended with the warrant and maintenance of the affected site(s) will be taken over by the Kingdom Webwright Office
- Create a handbook for a smooth office transition

It's not just about the visuals, its about the message.

The Accountability

Current Challenges:
- High volume of outstanding actions and requests without proper documentation and tracking
- Lack of review process
- Lack of accurate information on many sites
- Lack of information that publicizes successes
- Lack of clear access to all foreign wars
- Lack of consolidated list of kingdom officers and their functions
- No formal mechanism to make suggestions or report errors

Solutions:
- Document and prioritize all outstanding required actions and requests, and institute an assignment and review process
- Design and implement a monthly process for all required reviews, that includes a monthly report to the Crown
- Review and schedule updates to all sites that fall under the Kingdom banner, from groups to branches
- Institute a mechanism to document and celebrate our successes
- Provide clear access to foreign wars
- Create a simple list of all kingdom officers and their functions
- Design and implement a formal process to log suggestions and report errors that includes feedback to the submitter on the results

Your Help

We have created a revised kingdom web site to replace the current version

We need your input to ensure the completeness and accuracy of the data presented

Visit the site at dev.sca-caid.org/home

Send us your comments, corrections or requests to webwright@sca-caid.org

We can't do it without you!

Thank you

Clearly we have a big job ahead of us, but we are confident that putting a large team of competent, caring people in place will allow us to meet our goals. We have no idea how Levi handled it on his own. We owe him a great deal for keeping us afloat until now and are glad that he has agreed to stay on in the office as a deputy to provide support where he can.

We are utterly dependent on all of you to help us make our online presence both unique and compelling. Bear with us while we move from our current state to a reorganized Kingdom Webwright Office. We are excited about the journey ahead and look forward to your participation.

The Web Team