

# ACTIVITY INSIGHT IMPLEMENTATION PROCESS

Digital Measures is committed to working with you to ensure that you achieve success with Activity Insight. The process for implementing Activity Insight includes three phases:

- 1 LAUNCH**  
Configuring Activity Insight to support the first process you'll be facilitating
- 2 ACCELERATE**  
Moving beyond the first process and expanding to other strategic initiatives.
- 3 ENGAGE**  
Ongoing support to maintain success with Activity Insight.

We'll provide you with a best-practices based project plan that includes the following major milestones:

- 1 LEARN ABOUT ACTIVITY INSIGHT**—Introduce the project team to Activity Insight to set you up for success.
- 2 CREATE USER ACCOUNTS**—Set up your faculty and staff in Activity Insight.
- 3 MAKE ACTIVITY INSIGHT YOUR OWN**—Customize Activity Insight to meet your needs.
- 4 TEST YOUR SETUP**—Pilot test to ensure your configuration meets your needs.
- 5 ENTER USER DATA**—Add your users' activities.
- 6 RUN REPORTS**—Generate and submit reports.
- 7 EVALUATE SUCCESS**—Review the success of the project.

Your Solution Specialist works closely with you as you implement Activity Insight on your campus. We look forward to partnering with you.