A successful migration process

LibreUmbria

documenti liberi, aperti e condivisi

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Introduction

- **LibreUmbria** is a success story of a migration to LibreOffice. Our experience proves that the migration to LibreOffice is **feasible**, if some **keywords** are taken into account since the beginning.
- **LibreUmbria** has been designed in collaboration with **The Document** Foundation. The collaboration with such an independent entity has been crucial, and allowed us to adopt a proven and precise **roadmap**.
- **LibreUmbria** played an active role to help The Document Foundation starting the **LibreItalia** initiative, which hopefully will play a strategic role driving migration processes in Italy.

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The teamwork

The SIR Umbria Consortium

Provincia di Perugia

The Document Foundation

USLUmbria1

Scuola Umbra di Amministrazione Pubblica

Umbria Region

The Umbrian Open Source Competence Center

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(re)organization

The common scenario of PAs is characterized by:

- lack of quality control on the document production processes
- document production not standardized
- waste of the competencies on individual production systems.

LibreUmbria identified good solutions to support the **reorganization** and **innovation** processes of documental flows.

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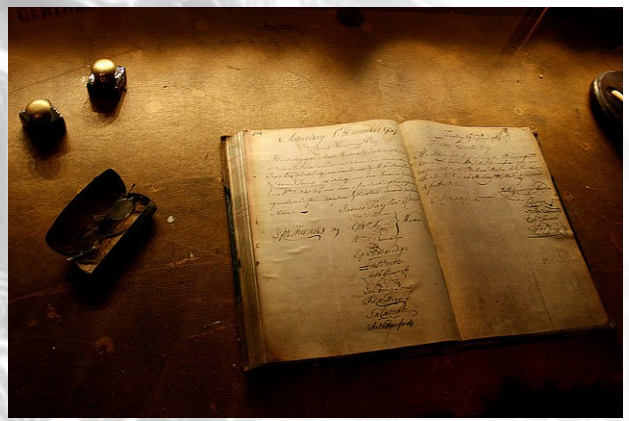
Awareness

The migration requires to be aware of the internal organization scenario.

This facilitates the identification of the proper **methodology** to adopt, the necessary migration project **activities**, and to identify the critical **steps**.



The **analysis** should identify:

- Which **function** the users are using in their routinary activity
- if they are using **templates.**

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Saving

- LibreOffice allows to save on **licence** costs.
- Furthermore the **reorganization** of the document and spreasdsheet production induces an optimization of costs, increasing the global **performance** of the PA.

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Communication

- It is the main keyword of Libre-Umbria success
- The first campaign has been addressed to the top and intermediate management
- After their approval and their involvement in the project the campaign has been addressed to final user and to the news channels

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Communication (i)

- The Blog, always updated
- The activity on the most popular social networks
- The campaign addressed to the specialized and general newspapers and web sites

… made **LibreUmbria** very popular on FLOSS Community and on thematic groups (lobby action).

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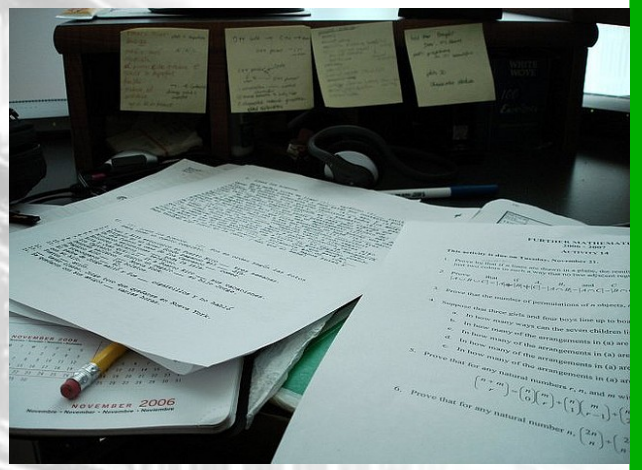
Moving to the Digital world - dematerialization

- Migrating to LibreOffice an organization will re-engineer the document workflow and facilitates the dematerialization
- The adoption of standard templates is promoted and structured
- We implemented an official extention to simplify the digital signature of a document with a single click
- we are working to integrate LibreOffice with other packages.



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Involvement

- The involvement of the top and intermediate management first, then of the end users, before starting the operations, was crucial
- Strong motivation against the open source
- TDF facilitated tremendously since no specific interests have been felt (antitrust)

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Collaboration

- The collaboration among organizations enriched the project: different experiences and point of view merged together
- People was enthusiast to be part of the process: in this sense the migration was even **easy**!

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Transparency

- The methodology has been generalized in order to facilitate the migration process to others
- In the blog are available all documents (CC licence): project charter and plan, questionnaires, vademecum for teachers, slides, etc

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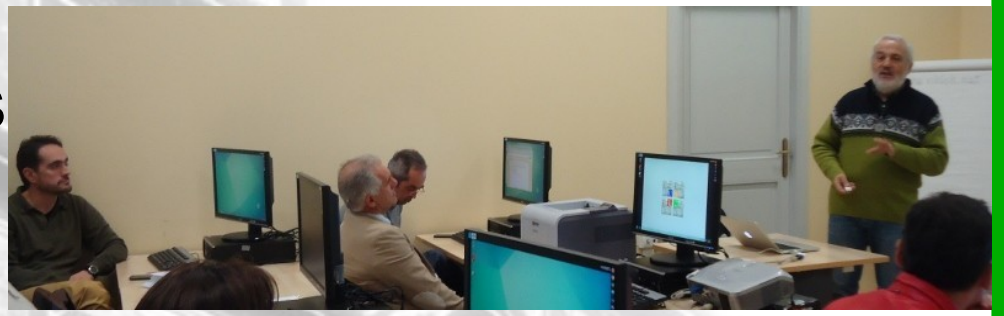
Education

- The first education process has been addressed to the **teachers**, selected among the employees on a voluntary basis, and to the **technical staff**
- They will be entitled to participate to the LibreOffice **certification**, when available.



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Education (i)

- We started a massive education campaign to final users (**9** hours, Writer and Calc base);
- Participants have been really satisfied (**90%** very satisfied, **5%** satisfied);
- Teachers have been rated (mean) 4 over 5;
- Advanced courses are planned starting on Nov.

Foto di uno dei corsi su LibreOffice

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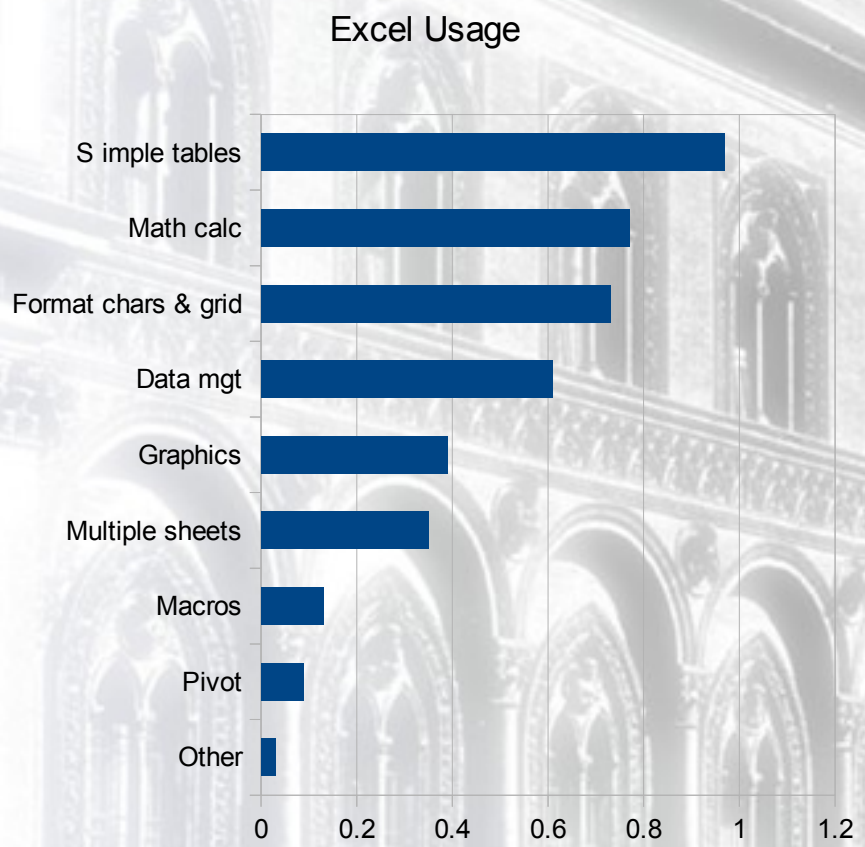
Education: previous usage of Word and Excel functions



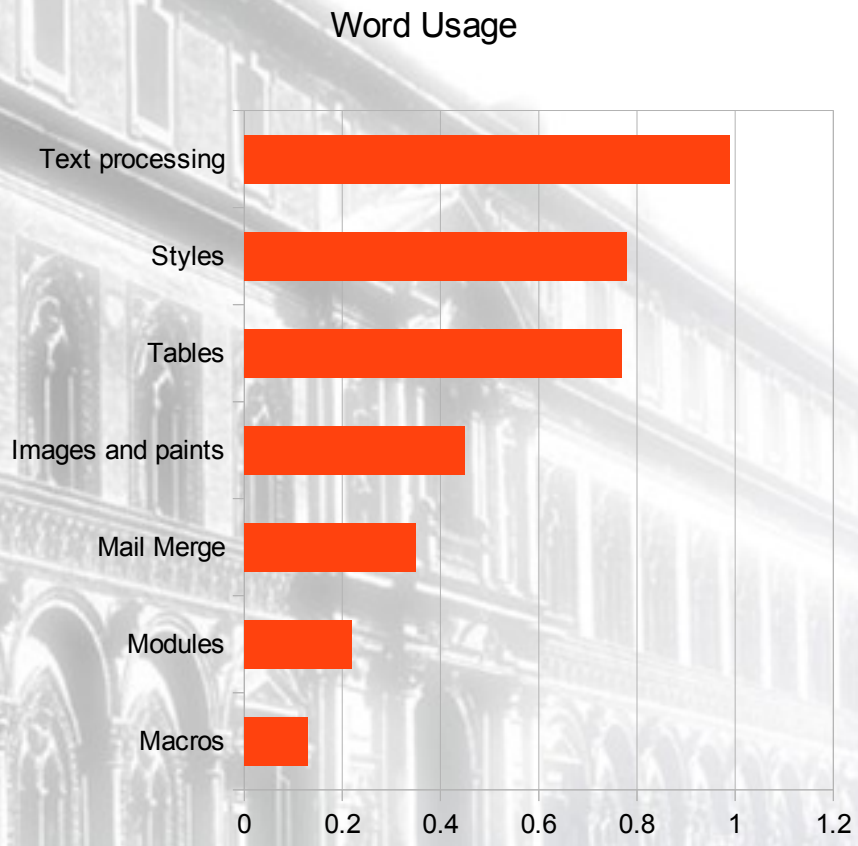


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Foto di uno dei corsi su LibreOffice

Education: questionnaire (sample size: 400)

Access usage for DataBases?: **81% No** **19% Yes**

Have you ever attended an Office course?: **65% No** **35% Yes**

Do you know LibreOffice or OpenOffice?: **84% No** **16% Yes**

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Well doing, Sharing, Communicate

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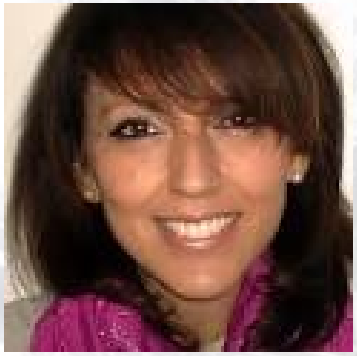
Special thanks



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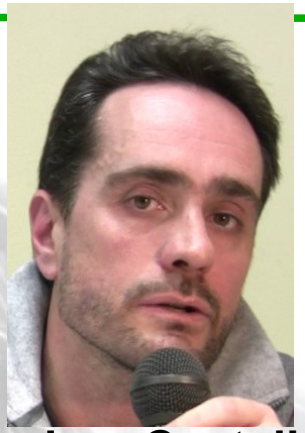

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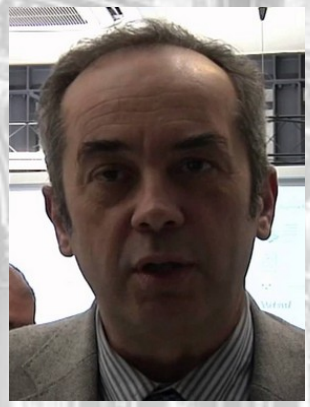

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