

## Approved Applications for Use by CAHS Projects

Getting Started: You must submit a Zendesk Ticket under “Software” to get a software application for use on your university-issued computer <https://cahs.zendesk.com/>

The Collaborative must be compliant with UMKC IS/IT approved software applications. In addition, we are streamlining the number of different applications being used across The Collaborative to enhance cross-training and enhance collaboration across different grant/program teams.

If your grant/program is currently using another UMKC IS/IT approved application, similar to those described below, you may continue using until an appropriate time to transition is identified. Please work with your grant/program PI to determine an appropriate transition period - keeping in mind yearly workplan requirements, budget implications, and external partner use. For example, several programs in the Collaborative use Basecamp. This is an application that we will transition away from over a reasonable transition timeline. Our goal is to have standardized platforms across the Collaborative without causing unnecessary burden to the teams.

If you are using a software application that is NOT approved for use by UMKC IS/IT, you will need to move to the below listed applications by end of 2022. You are not permitted to accept any terms using your UMKC email address on behalf of the University of Missouri system.

The below listed software applications will be required moving forward.

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## Project Management Application: WRIKE

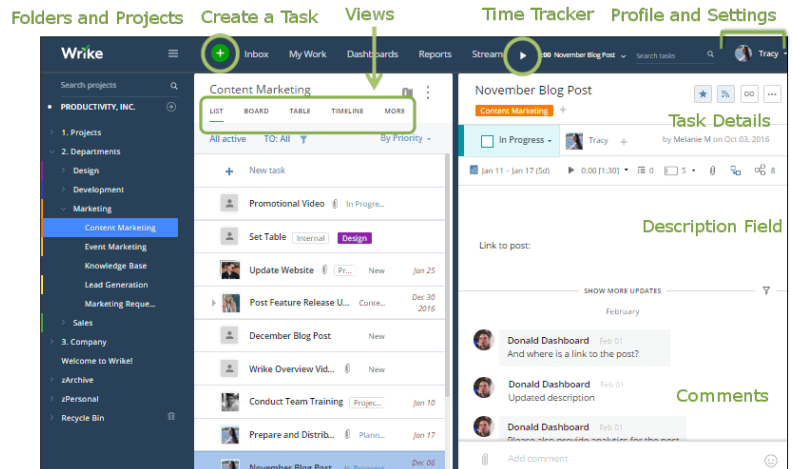
<https://www.wrike.com/>

Estimated Costs: \$120 per year per user

Approved for use by UMKC IS/IT and implemented on campus by CAHS and other departments

### Why Use?

- Provides robust system for organizing work
- Create, track and collaborate on tasks
- Customizable to meet your team and personal workflow
- Integrates with Outlook



*Note: You may also use Google Suite or MS Teams' to support project management tasks, but other project management applications, such as Asana or Mondays, will not be approved. This includes free versions of web-based platforms.*

## CRMS (Event and Contact Management System): CVENT

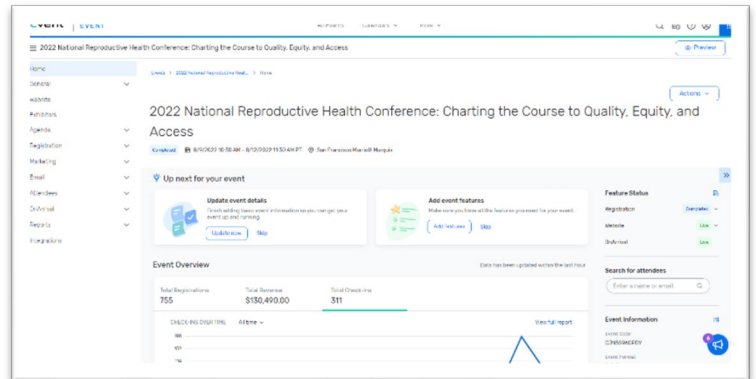
<https://www.cvent.com/>

Estimated Costs: \$250 per year per user + \$1 per registration

Approved for use by UMKC IS/IT, acquired through UM System Enterprise Account.

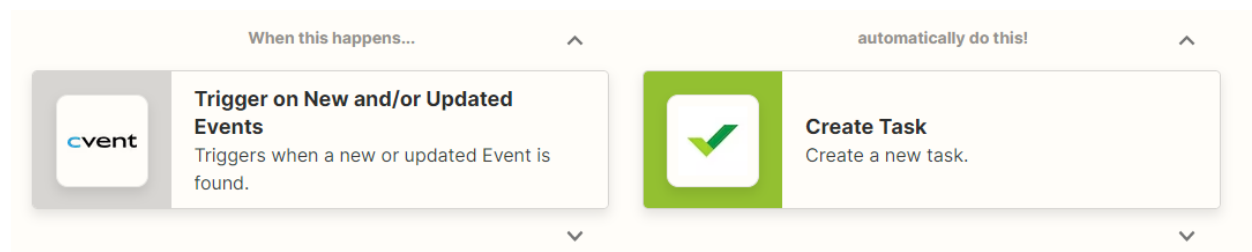
### Why Use CVENT?

- Your project regularly manages event registrations
  - Custom event registration websites
  - Manage communication with participants
  - Enable Waitlists
- Your project needs to charge fees for trainings/conferences (integrated with UM Marketplace)
- Your project sends regular eMarketing Emails
  - Create and manage marketing campaigns
  - Design emails
  - Delivery & click-through reports



*Note: You may also use Google Forms or Zoom Registrations (UMKC IS/IT supported applications) to support your meeting registration needs.*

CVENT can be integrated with WRIKE (Example):



## eMarketing Service: EMMA

<https://myemma.com/>

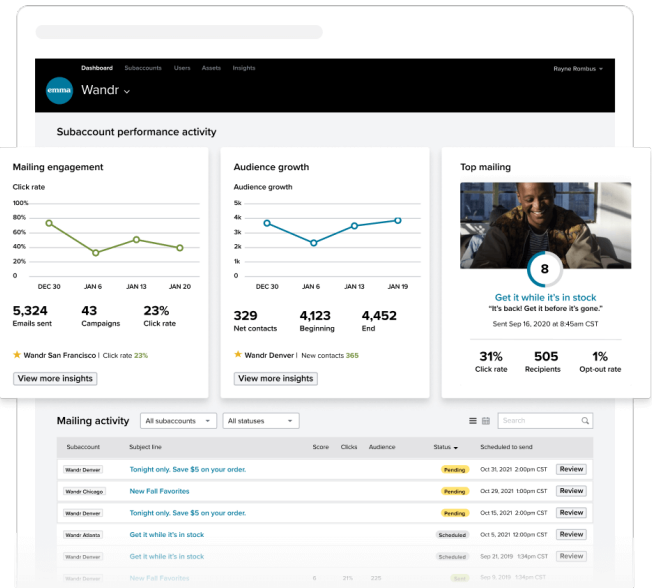
Estimated Costs: Yearly, Tiered based # of contacts

Tier	Monthly cost
1 – 2,500	\$44.50
2,501 – 5,000	\$94.40
5,001 – 10,000	\$118.20
10,001 – 25,000	\$201.80
25,001 – 50,000	\$293.80
50,001 – 75,000	\$446.40

Approved for use by UMKC IS/IT, acquired through MCOM.

### Why Use EMMA?

- Robust template design features
- Delivery & click-through reports
- List management



*Note: If your project uses CVENT for Event Registration, Management and Marketing, your program may still elect to use EMMA for your monthly eNewsletters. Other eMarketing applications, such as MailChimp, will not be approved.*

EMMA can be Integrated with CVENT (Example):

