

This Week:

- **Badge Distribution**
- **DoIT and Donuts!**
- **Templates and Voicemail and Nameplates, Oh My!**
- **What's New on the Wiki?**



Badge Distribution

Each CIO will receive a packet of new DoIT badges for their employees by or on Friday, July 1st. Instructions on collecting and returning existing agency badges will be included in the packets. If you do not receive your badge from your CIO, or if you have a concern about the badge you receive, please send a message to DoITHR@Illinois.gov

DoIT and Donuts!

Join DoIT leadership on Friday, July 1st for a donut! Visit us at 120 W. Jefferson from 8:00 AM – 10:00 AM this Friday. This event builds on the well-attended Community Dialogues held this week. We look forward to hosting more dialogue sessions in the near future.



Templates and Voicemail and Nameplates, Oh My!



After July 1st, all DoIT employees are expected to use the templates found [here](#). Once you're on the page, **right click** each document link to download.

- Microsoft Word Memo Template
- Presentation Template
- Voicemail Transcript
- Business Card Template
- E-mail Signature
- Name Plate

What's New on the Wiki?

Have you visited the [IT Transformation Wiki](#) lately? New content continues to be added. This week, you'll find:

- **CIO Transition Checklist:** A one-stop shop for the action items we strongly encourage you to complete before July 1st
- **IT Transformation Implementation Roadmap:** Presented at the Community Dialogues, this roadmap features our path forward as we go through IT Transformation



Featured FAQ of the Week:

I like the users I currently support. Will I keep supporting them? Will I be supporting users outside of my home agency?

For the present time, yes, you will support the same users. As new services are rolled out in DoIT, those IT employees delegated to Client agencies may move to new services where it is appropriate and as it fits the needs of the employee. This may mean at a later date, you may also be asked to support other users depending on your role and expertise.

To see more information, visit [Frequently Asked Questions](#)
Send your own questions to IT.Transformation@Illinois.gov