



rchibus News

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Space Analytics Team, UCSF Real Estate

Upcoming 2020 Annual Space Survey

The 2020 Annual Space Survey will kick off on Wednesday, August 26th from 10:00 – 11:30 with a Zoom Town Hall. Please watch for an Outlook invite coming soon. The Space Survey will be open for all Coordinators and Strategists starting on August 26th until October 28th.

We understand this year's space survey may look different for some, with many employees working from home. We will be offering a number of training opportunities throughout the space survey, and look forward to working more closely with everyone in the coming weeks.

System News

Archibus Upgrade Complete

Archibus has been successfully upgraded from V22 to V24. End Users will notice only minor changes to the interface and functionality.

The most significant changes can be found in the Space Console (dynamic floor plan view), and a new change history feature is now available in the Space Update Form.

We are updating our training documentation to include these updates; they will be available on our space.ucsf.edu website. We will also highlight these changes during our upcoming Town Hall.

Team Updates

The Space Analytics Team has been through some changes in the past month. Ritesh Khanna, the Director of Space Analytics and lead on the Archibus team has left UCSF.

Lisa (Lettau) Rolfsness will provide interim support while Ritesh's position is reposted and filled.

Craig Culver, (Space Analytics Building Auditor) will be supporting the Space Survey as an Archibus Administrator this Survey season.

For any support requests, please continue to reach out to archibus-support@ucsf.edu.

Accessing Archibus Remotely

As the Annual Space Survey approaches, we anticipate more users logging into Archibus who are working remotely. **If you are logging into Archibus from home, the system is only accessible when connecting to the network via Duo Pulse.** If you login via web VPN, the Archibus webpage will not load, or the webpage will appear to be incomplete.

Space Data Error Checks

The Space Analytics Team will be sending reports highlighting possible space data errors to each Control Point prior to this year's Space Survey. This will provide Control Points time to distribute reports to Coordinators prior to the space survey period for review.

These reports will highlight possible errors around station counts, PI Assignment Pending space, research space with no PI listed and room categories/types issues.

Please direct all space system and space management questions and issues to the Archibus Administrative Support team: Archibus-Support@ucsf.edu
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