

## Organization Portal – Technion Academic Library

Organization: Technion Central library

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Purpose of the Project Establish professional enterprise portal - which will be a Major knowledge source for library staff. Updated tool, everyday used and help workers performing their work with: update content management, task management as a result of meetings or committees protocols. Transfer and sharing knowledge through a gateway component WIKI uniform corporate information to library employees only. The Technion academic central library, develop and maintain technical services and computer systems and support all libraries Technion, about 17 libraries. It required examining new technologies, absorbing, distributing, and adapting them to the needs of the organization. Current Status, Professional documents-Guidelines for Meeting summaries are scattered in different folders and are not accessible or worse are multiplied. Management tasks- managed locally and by personal diaries. Templates and forms used for HR activities- is a manual by sending mail. Project contained stages, Identify the needs and requirements, Mapping and Priority- requirements for short & long-term, Detailed analysis and characterization of key business processes-document management, task management and more. Contribution to the Organization and to Nimoy is in implementing Source of professional information for Central Library team. Cooperative, Central and Accessible to management and employees. Conclusion and Recommendations - Expanding knowledge and usage portal, which will be a gateway to all libraries staff.