



Content Management System Support

Getting Started with the CMS – Migration (for users with an existing site)

- Submit Online Form for Requesting CMS access. Be sure to fill out all items completely and accurately!
- Receive Notification from C&C that CMS accounts for the sites requested have been created.
- Department SAA's will add user accounts to the sites.
- C&C will contact department representatives to schedule a training session.
- After the training session, users will be given access to their development site (at *.cmsdev.ucr.edu) and can begin migrating content.
- Once the department has finalized content, contact C&C to put the site into production (removing the “cmsdev” from the URL).
- Congratulations, your department can now edit websites quickly and easily!