

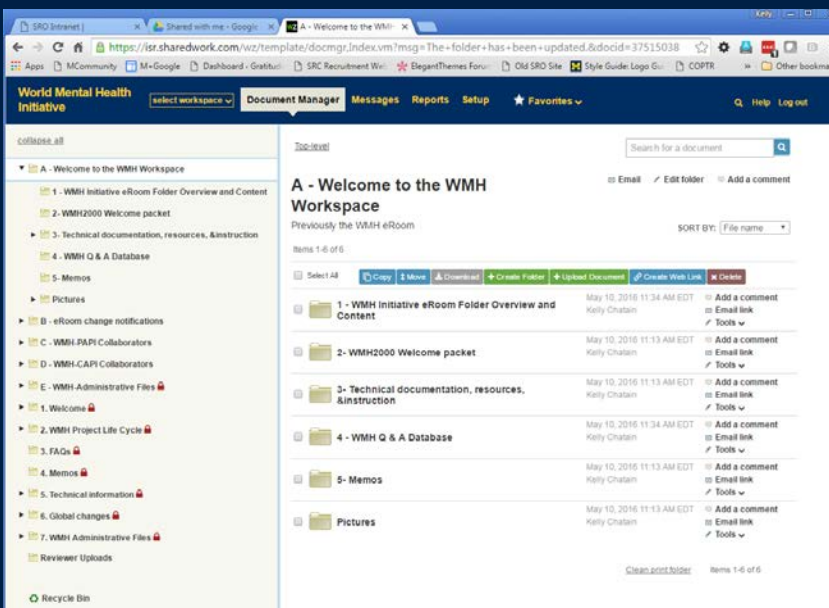


File Sharing & Collaboration

Choose a file sharing and collaboration tool based on your project's needs and the sensitivity of the data.

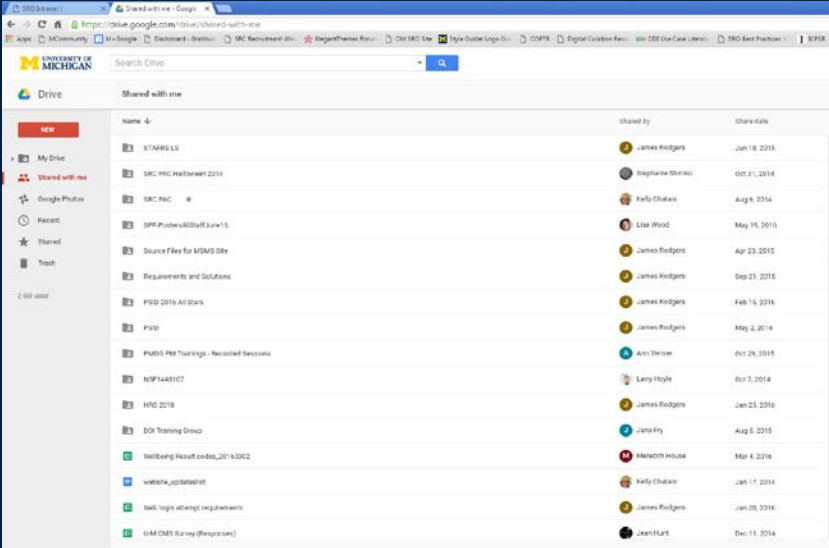
WorkZone

- ISR CMT admin support
- Version control
- Project calendar
- Project tracking
- 500GB+ storage
- Recommended for field staff and external users.



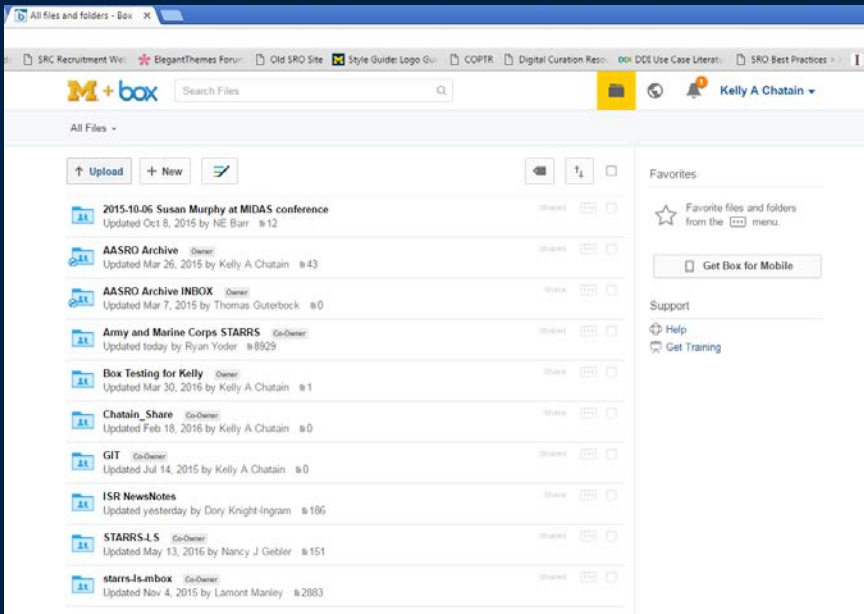
Google Drive

- U-M ITS admin support
- Concurrent editing
- Version control
- Unlimited storage
- MCommunity groups integration
- Data collection (Google Forms)
- Recommended for internal ISR users, no field staff.

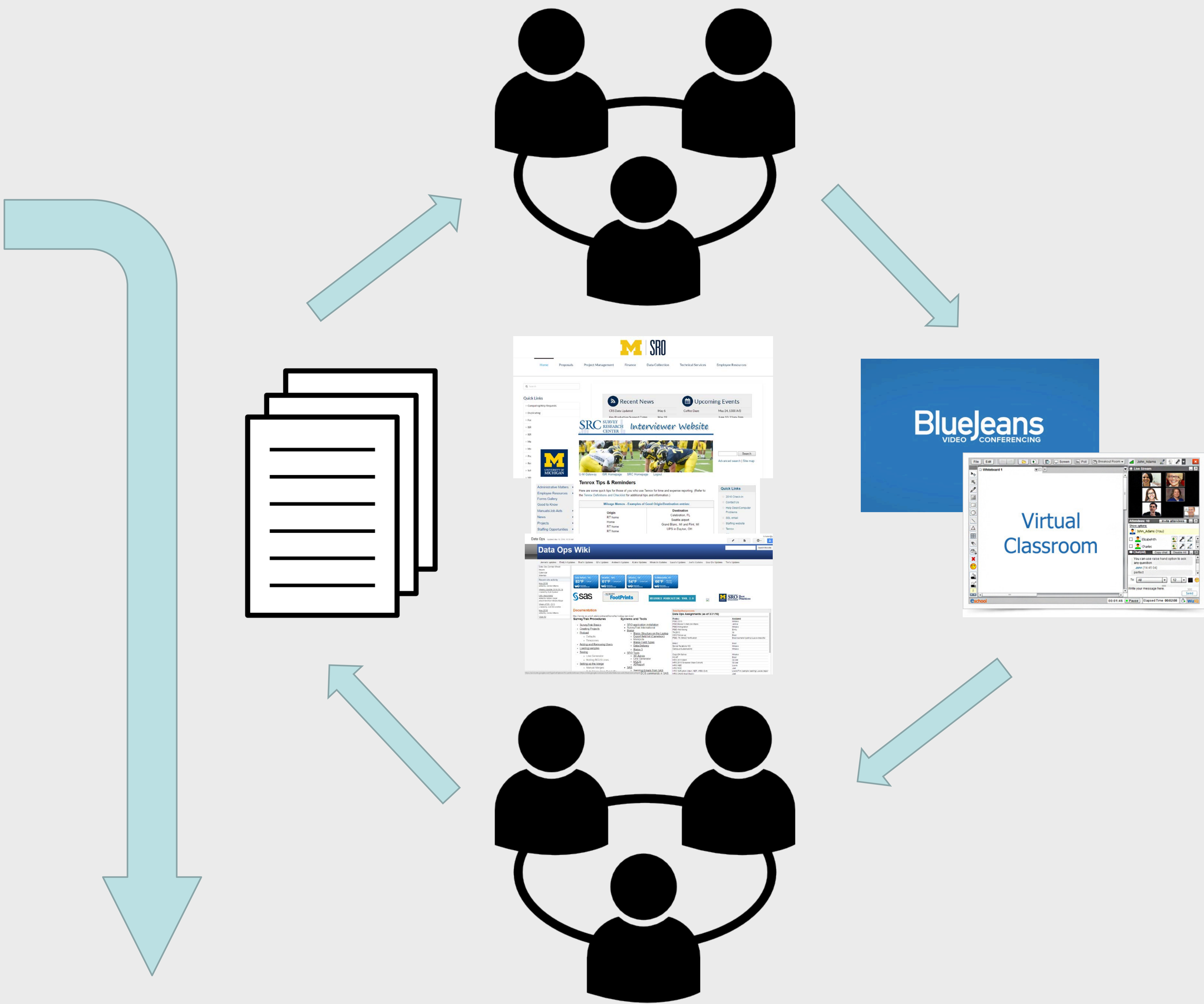


M+Box

- U-M ITS admin support
- Concurrent editing
- Version control
- Unlimited storage
- Recommended for Umich and external users, no field staff.



LET'S COLLABORATE!



SRO Sensitive Data Guide

Google Drive	<ul style="list-style-type: none">• No research data• Interviewer contact information okay (no SSN, no credit information, no confidential information)• No respondent PII• 3rd party apps risk and overshare risk
M+Box	<ul style="list-style-type: none">• No research data• Interviewer contact information okay (no SSN, no credit information, no confidential information)• No respondent PII• 3rd party apps risk and overshare risk
WorkZone	<ul style="list-style-type: none">• Interviewer contact information okay (no SSN, no credit information)• Respondent contact information okay• FSEC laptop can access• No app risk and no overshare risk
Shared Drives on ISR Network	<ul style="list-style-type: none">• Research data okay (no linked survey data)• PII okay (When it is necessary to collect and/or store social security numbers or credit card identifiers, please consult with CMT Security to ensure encryption and security measures are compliant with UM SPG 601.14 or PCI requirements)• No app risk and no overshare risk <p>Each drive and folder has a specific level of permissions. Check with CMT to confirm your data is on the correct drive.</p>

Knowledge Management & Information Sharing

Website Tools

WordPress:

Hosted by ISR CMT

Who Uses Wordpress?

SRO Intranet, SRC public site, ISR public site, HRS Interviewers

Google Sites:

Hosted by Google

Who Uses Google Sites?

Data Ops 'wiki', SSA Portal, STARRS-LS, Social Relations

Drupal:

Hosted by U-M ITS

Who Uses Drupal?

SRC Interviewer website

Virtual Meeting Tools

WizIQ:

- SRO DCS supported
- Up to 100 participants
- Recording available
- Used with field staff
- Request meeting set-up through DCS

BlueJeans:

- U-M ITS supported
- Up to 100 participants
- Set up meetings umich.bluejeans.edu
- Recording available
- Not available for field staff