Migration paths to OpenOffice

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Agenda

- Migration
  - *Analysis*
  - *Implementation*
  - *Training*
  - *Support*
- phpGroupWare & OpenOffice.org
- Q & A

Migration / Analysis

- When is a migration reasonable?
  - *Is there a major version change?*
  - *Are new licenses required?*

- Which OS is/are in use?
  - *Are you running Windows, Linux,... or several OS's?*

- Which programs are in use?
  - *Are you only using i.e. Word and Excel?*

- Which languages are needed?
  - *Do you need English, French, German,... software?*

Migration / Analysis

- What kind of documents exist?
  - *and how many of them?*

- Are documents and templates distributed from a central Server?

- Are macros in use?
  - *Do they have to be migrated?*

Migration / Implementation

- Implementing in single departments or small groups
  - *restricts problems to a smaller amount of users*

- Full install vs. network install
  - *Does every Workstation require an installation?*

- Always use current release

- Setup spellchecking and wordbooks

Migration / Implementation

- Convert documents
  - *Convert existing documents and templates*
  - *Make sure macros are converted or re-programmed*

- Parallel use of "old" office suite and OOo
  - *In the beginning it is useful to have some copies left*

- Problems during implementation
  - *...*

Migration / Training

- User / administrator training
  - *Employees need to know how they can work*

- Training by external trainer
  - *In most cases an external person draws more attention*
  - *small group of trainees increases attention*

- Training approx. 1 week after implementation
  - *Employees can already evaluate the software and ask specific questions during lessons*

OpenOffice.org Conference

pro business group

Migration / Support

- Support by newsgroups / boards
  - *Good knowledge of people who use and administrate OOo every day*
  - *www.oooforum.org, several newsgroups*

- Support by external service providers
  - *first- or second-level-support*
  - *user- and administrator-training*
  - *distribution of updates*
  - *macro programming*
  - *services offered by probusiness*

phpGroupWare & OOo

- generating OOo Document
  - *Document as Template*
  - *php code unzips document and loads XML file*
  - *XML is duplicated and data gets parsed into XML*
  - *Contents is written back into XML file and zipped*
  - *OOo-file is offered for download*
- No OOo Install required on Server
- www.phpgroupware.org
- pclzip: www.phpconcept.net
- phpOpenOffice: www.pinasoft.de/projects/phpOpenOffice/

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