Drupal project update: Pre-migration tasks

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The story so far

- Base Drupal website is live with Biodiversity Offsets Scheme and Koala Country sections

- 3,000+ pages sent to content owners for review

- 2,488 pages retired since September 2023 (699 webpages and 1,789 media releases)

The next chapter

- Pre-migration tasks, including content automation and technical requirements to allow the rest of the website to be migrated to Drupal

- 2,000 more audited pages need content owner review

What's involved?

1. Sitecore clean-up and prepping of content

2. Drupal 'standard operating procedures'

3. Drupal technical requirements, enhancements and bug fixes

Task name	Description	Subtask no	Subtask description	DE&S dependency
Archiving	Check whether DE&S does any site-wide archiving or takes a website snapshot before the migration	1	Nil	Guidance on DE&S actions needed
Biodiversity Offsets Scheme webpages	Retrofit pages with customised components as they become available	2	Add steps component	Nil
		3	Add featured publication component once BOS publications are in Drupal	Nil
Component mapping	Map Sitecore to Drupal components, prioritising publication pages and news/media releases	4	Map components	Guidance may be needed
		5	Document queries, risks and follow-up actions	Nil
Custom code	Find out how Sitecore custom code will be managed in Drupal, affecting forms, widgets and database interfaces	6	Make a list of all the uses of custom code	Nil
		7	Determine whether current uses of custom code can be accommodated in any way in Drupal	DE&S guidance may be needed
		8	Determine whether to proceed with custom code customisation and, if so, scoping for this work	Customisation under discussion
Drupal	Liaise with team investigating and fixing bugs arising from Phase 1 go-live	9	Provide further information to DE&S team and test fixes for reported bugs	As needed
	Act as contact point for enquiries about Drupal	10	Answer Content Team, BOS team, content owner and other queries about Drupal	Guidance may be needed
Duplicate page titles and file names	Identify and rename pages and images with same name in Sitecore before content automation	11	Create spreadsheet of duplicate page titles	Nil
		12	Identify where new page naming conventions are needed and present findings to SOP meeting	Nil
		13	Rename page titles in Sitecore, notifying content owners where needed	Nil

Sitecore – a translation exercise

- Find and rename files with duplicate names

- Address unsupported file formats

- Update appearance and styling of forms

- Plan for 'sometimes published' and 'soon to be published' content

- Consider redirects

Drupal – standard setting

- File management and page titling without a folder structure

- Tagging strategy

- Decisions on workflow, headings, accordions, tabs, images, videos, documents, tables, forms, publication pages, links, redirects and more

Conversations

- Drupal Rapid Start – other users' experiences and requirements

- Teamsite content management system – links and redirects

- DSpace document library – publication archiving

- Records Management – recordkeeping procedure

- NPWS – plan of management links

Any questions?