

DigiComp Update – May 2016

During the month of May, the legal assistants in Topeka and Wichita began their Doodle Poll Pilot. On Wednesday May 11, Sheryl Linton and Jessica Webb traveled to Wichita to train the Wichita office. There was a meeting with both the legal assistants and ALJs to ensure that the ALJs understood the process as well. A [PDF Presentation](#) was given and [instructions on setting up a Doodle Poll](#) was provided to all of the attendees. The presentation is an overview of the scheduling process using Doodle and also provides some examples of feedback from the Lenexa office's Doodle Poll Pilot.

Once the overview of Doodle was given, testing was done by the legal assistants and some of the judges to get them comfortable with using Doodle to schedule regular hearings. There were also [Doodle Clips](#) given to the Wichita legal assistants which were created by the legal assistants in the Lenexa office. These *Doodle Clips* are standard text to use during different scenarios in the scheduling process, such as confirmation of a scheduled hearing or the need for an additional Doodle Poll because there were no dates agreed upon.

There were similar presentations and trainings that took place in the Topeka office in May as well. The legal assistants for the ALJs in Topeka are now participating in the Doodle Pilot for scheduling regular hearings, and the Ombudsman are using Doodle for scheduling of Mediations.

The Doodle Pilot has been very successful and is a good way to familiarize those that do a lot of scheduling with different scheduling tools. This should ease the transition to the built-in scheduling that the new system will have.

The DigiComp Communications Team will continue to provide monthly updates of the status of our project, and details regarding the new system.

DigiComp Communications Team Members include:

Carol Cast, Barbara Hersh, Alan Stanton, Roxie Ortiz, Tara Noll and Jessica Webb

We welcome any questions or input, which can be sent to digicomp@dol.ks.gov