



# IT High-Level Proposal Summer Internship

Position: Portal Team

Email your resume to Eric Powers ([epowers@depaul.edu](mailto:epowers@depaul.edu)) and carbon copy your instructor using the following subject line: "PUBLICIS INTERNSHIP – Portal Team". Be sure to indicate your major, reasons for applying, and current contact information. **Instructor recommendations indicating academic performance cannot be accepted unless** your email states: "I authorize Instructor's Name to share my academic performance in his/her course(s) with employees of Re:Sources/Publicis Groupe".

All resumes received by June 10<sup>th</sup> will be forwarded to the manager responsible for hiring.

<b>Request Name:</b>	Portal Team Summer Intern	<b>Stipend:</b>	\$10/hr
<b>Duration:</b>	10 Weeks	<b>Proposal Date:</b>	05/08/08
<b>Brand(s) Affected:</b>	All Portals		

## Goals and Objectives

To hire a summer intern to assist the portal team in the Domino ID conversion projects. All of the brand portals will need to be converted. The following brands will be impacted: PHCG, Leo Burnett, SMG intranets, SMG extranets, Sanofi, Zenith, Relay, Liberte and more. ID clean up is needed in order to match one portal ID to one Domino ID. The process is manual and requires great attention to detail.

## High Level Intern Tasks

### Tasks

- To meet with brands to discuss the ID clean-up.
- To execute the clean up queries to identify anomalies and to work with the contact (Notes, MetaTree, Portal) to correct the anomalies in the system of record.
- If a user is identified to have multiple ids, work with the individual (or the brand's key contact) to identify what access is needed and which ID to keep and which ids to delete.
- Identify missing IDs and follow up with brand's key contact to determine if the person needs a portal ID.

## Duration

- For each brand we have estimated 3 weeks for the clean up which consists of 3 iterations that each takes a week.
- The intern could work the whole summer and probably clean up the 3 major brands.