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**Sent:** Thursday, June 1, 2023 10:26 AM

**To:** UNIWeb Feedback <[uniwebfeedback.apo@mcgill.ca](mailto:uniwebfeedback.apo@mcgill.ca)>

**Subject:** Uniweb decommissioning: Action required before August 11th 2023 / Mise hors service d'Uniweb: Actions à prendre avant le 11 août 2023

*This message is sent on behalf of the Academic Personnel Office.  
Le présent message est envoyé par le Bureau du Personnel Enseignant.*

La version française suit.

Dear colleagues,

You are receiving this message because you have a Uniweb account at McGill. As you may remember, we sent you a survey regarding your usage of Uniweb in February. We reached out to everyone at McGill (academic staff and students) who have a profile in Uniweb. Eleven percent of account holders responded to the survey, and among the respondents only 17% indicated that they use Uniweb.

Given the very low use rate and relatively high cost of the Uniweb license, the decision has been taken to discontinue access to this tool.

Please note that Uniweb will no longer be accessible to McGill staff and students as of August 11, 2023.

### **What does this mean for you?**

If you are currently using Uniweb, please take the following steps immediately:

1. Assess your personal usage, or that of your lab or research group, to be able to take appropriate measures to retrieve the data that you have stored in Uniweb.
2. Before **August 11, 2023**, please export and save any data you wish to retain by following instructions found in the [Uniweb Guides](#)
  - Specifically, on the following page you will find instructions on how to download your CV: <https://guides.Uniweb.io/your-academic-information>
  - Instructions are also attached to this email for your convenience.
3. Please use **Chrome** for accessing Uniweb (not all browsers can be used to perform the steps above).

Should you have questions or concerns you can reply to this email or contact [Anne-Marie Durocher](#).

Kind regards,  
Anne-Marie

**Anne-Marie Durocher**

Associate Director (Policies and Faculty Engagement) | Academic Personnel Office | McGill University | Office of the Provost and Vice-Principal (Academic)