KM Tools
Making Connections

ERDC
ENGINEER RESEARCH & DEVELOPMENT CENTER

About the Document

Knowledge management is vital to successfully executing research and development programs within the U.S. Army Engineer Research and Development Center (ERDC). Experimental knowledge management initiatives over the years led to discoveries about the best ways to store and access ERDC's vast knowledge base. This document highlights several of the effective knowledge management tools that evolved from these discoveries, helping you to find and share knowledge!

Reach out to *erdcinfo@usace.army.mil* with questions and feedback.

Contents

Discover ERDC

(i) What is it?

Discover ERDC is a knowledge management tool for ERDC, the U.S. Army Corps of Engineers (USACE), and the Department of Defense (DoD) to connect with research efforts. This tool serves as the point of entry for all ERDC knowledge-sharing sites that are accessible by CorpsNet, RDE, and all .MIL users. This landing page provides a search capability to search our internal and public websites. Discover ERDC includes functions for searching and locating content about ERDC, business processes and templates, and ERDC employees. All functions previously handled by independent applications are now all in one user-friendly location.

DISCOVER **ERDC**
ENGINEER RESEARCH & DEVELOPMENT CENTER

Why use it?

- Increase employee productivity
- Reduce knowledge loss
- Create a knowledge-sharing culture
- Enhance relations with customers
- Access content on both networks

Where is it?

https://discover.erdc.dren.mil/

Are you Discoverable? Contact your knowledge management representative to be discovered.

Who is it for?

Discover ERDC is accessible to all .MIL users.

Discover Employees

(i) What is it?

The purpose of this tool is to provide a way for external and internal customers and colleagues to locate talent within the ERDC organization and to help facilitate team building. Built upon an existing database of all ERDC employees, Discover Employees captures several data points, including an employee's skill sets, education, awards, biography, and more. The employee's photo is also displayed on their profile and is visible to other ERDC employees, not to external users. Having a way to search for talent at ERDC or to find colleagues and put faces with names is vital to gaining future business and building effective teams.

DISCOVER EMPLOYEES
ERDC
ENGINEER RESEARCH & DEVELOPMENT CENTER

Why use it?

- Locate talent
- Build teams
- Collaborate with others
- Showcase employee work
- Celebrate employee successes

Where is it?

https://discover.erdc.dren.mil /employee_portal

Who is it for?

Discover Employees is accessible to all .MIL users.

ERDC LiveStream

(i) What is it?

In early 2016, the Information Technology Lab (ITL) saw an opportunity to tell ERDC's story through high-quality media and graphics products. Together with the Corporate Communications Office, ITL built a team of highly qualified graphic artists to create print and video products for our ERDC partners. We needed a platform to post our final products online so they could be viewed not only within ERDC but also across .MIL. LiveStream was born. LiveStream is a media content hosting provider that sits within the ERDC firewalls and allows posting blog, videos, surveys, and almost any other type of product for content delivery to our internal DoD customers.

FRDCOCIO
●LIVESTREAM

Why use it?

- Post print and video content
- Host material securely
- Distribute products across DoD
- Communicate virtually
- Tell ERDC's story

Where is it?

https://livestream.erdc.dren.mil/

Who is it for?

Approved publishers can post content to the site, and anyone across the .MIL can read content on the site. For publish privileges, send a request through the contact form on the LiveStream site. In most cases, accounts can be reviewed and processed the same day.

KM Portal

ⓘ What is it?

The KM Portal is an easily accessible gateway for quickly locating information that is otherwise hard-to-find online. This portal functions as a linkage between the directorates (mission/business lines) and the CIO/G6. At the site, navigational aides efficiently provide information regarding programs, projects, and activity to support execution of USACE Mission Lines.
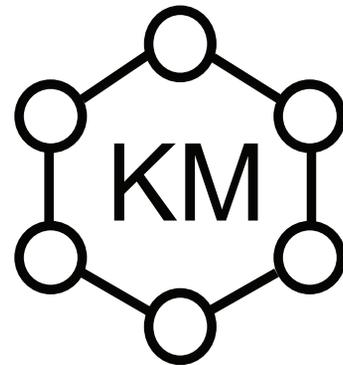
Why use it?

- Efficiently find information
- Better understand USACE projects
- Stay up to date with USACE activities
- Quickly connect to other resources
- Tailor the site to meet your needs

Where is it?

The KM Portal is located on the Intranet (CorpsNet) under Internal SharePoint Sites:

https://usace.dps.mil/sites/kmp

Who is it for?

The entire USACE workforce (approximately 34,000 employees) can access the portal through the USACE intranet page via the KM Portal tab.

Knowledge Core

What is it?

Knowledge Core (KC) is the ERDC's Information Science and Knowledge Management Branch's digital repository that collects, preserves, and distributes ERDC's research publications and historical knowledge. The growing collection includes articles, technical reports, papers, photographs, and videos. KC also houses datasets and supporting information of affiliated ERDC reports. This repository provides the public with access to government-funded research—sometimes performed in cooperation with other government or contracted entities—making ERDC's research widely available to academic, corporate, or public researchers.

Why use it?

- Disseminate published research
- Archive datasets
- Explore the collection
- Create tailored searches
- Receive alerts of new publications

Where is it?

https://erdc-library.erdc.dren.mil/jspui/

If there are any questions about the repository or issues with access, please contact the ERDC Library at *erdclibrary@ask-a-librarian.info.*

Who is it for?

While the majority of research is available to the public, a secure website in the repository houses Limited Distribution materials, which USACE and ERDC employees with the proper CAC-enabled credentials can access.

Bridge Builders

Who are we?

As a world class research and development organization, ERDC produces large quantities of data, technical reports, and journal articles along with an unknown amount of knowledge, skills, and abilities developed through personal experience. All of this data is useless if it does not reach the right people at the right time, thus creating a knowledge gap. By ensuring employees have access to ERDC's overall expertise, we can build a smarter workforce that is able to make quick, informed decisions that benefit the enterprise. To close the knowledge gap, ERDC has built a small army of knowledge management representatives (KMRs)—Bridge Builders.

ERDC bridge builders
SHARING KNOWLEDGE. BUILDING RELATIONSHIPS.

Why use us?

- Save time looking for information and expertise
- Learn how to market your research
- Increase productivity
- Enhance your knowledge

Where are we?

https://insideerdc.erdc.dren.mil /ERDC_Knowledge_Network

Who are we for?

You! We interact with stakeholders and help facilitate collaboration with external partners.

E-PAS

What is it?

The ERDC Process Automation System (E-PAS) automates the review and approval workflow of ERDC's processes and forms while also creating a centralized database/repository of the form data and final CAC-signed forms. The E-PAS automated forms undergo a submitter-reviewer-approver workflow process. E-PAS 3 is coming soon with an improved user interface for the dashboard, approvals, and form entry.

Although E-PAS facilitates and automates the approval process, it is NOT the system of record for these processes.

Why use it?

- Streamline approval processes
- Monitor the status of forms
- Use it as a central location for approved forms
- Reduce data calls
- Centralize forms in one location for supervisors, administrative assistants, and timekeepers

Who is it for?

E-PAS is available to all ERDC employees.

Where is it?

My E-PAS
https://myepas.erdc.dren.mil/

- Help documents
- Training materials
- Contacts

E-PAS Wiki
https://insideerdc.erdc.dren.mil /index.php?title=ERDC_Process _Automation_System_(E-PAS)

- Process workflows
- Training material
- FAQs
- Tips and tricks

ERDC Communications Toolkit

What is it?

Recognizing that our team members are our most valuable resource, the Corporate Communications Office (CCO) has developed the ERDC Communication Toolkit to keep our team informed and up to date through an all-accessible, central location. Here you will find everything from videos to messages to the workforce. The goal of the Toolkit is to reuse the knowledge already captured and to have it available to all of our workforce.

Why use it?

Find communication products:
- Branding guides
- Briefings and SITREPs
- Videos
- Messages
- Books
- Strategy documents

Where is it?

Toolkit
https://insideerdc.erdc.dren.mil/ERDC_Communication_Toolkit

Feedback
ERDC-CCO@usace.army.mil

Who is it for?

The toolkit is available to all ERDC employees.

ERDC's External Website

ⓘ What is it?

The Public Affairs Office (PAO) manages ERDC's external website at *https://www.erdc.usace.army.mil/*, allowing the public to easily access information and content about ERDC's mission. This website gives ERDC team members a platform to easily share articles, videos, images, infographics, fact sheets, and other content with an external audience. PAO will work with team members to ensure the content is appropriate for external release.

ERDC
ENGINEER RESEARCH & DEVELOPMENT CENTER
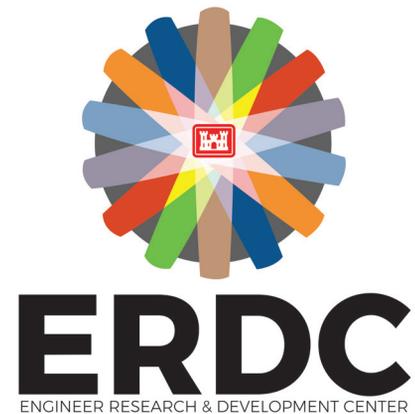
Why use it?

- Easily disseminate information to the public
- Highlight ERDC successes
- Build interest in ERDC capabilities

Where is it?

https://www.erdc.usace.army.mil/

Who is it for?

Any ERDC team member can provide PAO with content to consider for the external website. Anyone can view the content on the external website.

ERDC Social Media

What is it?

Social media is ERDC's most powerful tool for reaching large audiences. By using social media efficiently, we can grow the public's awareness of our brand and generate more attention and support for our mission. Currently, PAO manages the *@ArmyERDC* Facebook, Twitter, Instagram, and YouTube accounts. ERDC team members should work with PAO to provide information and content that can be considered for publication on social media.

Why use it?

- Quickly disseminate information to the public
- Reach a wide audience
- Bring attention to projects and programs
- Interact with the public

Where is it?

Search for *@ArmyERDC* on the following platforms:

- Facebook
- Twitter
- Instagram
- YouTube

Who is it for?

Any ERDC team member can provide PAO with content to consider for social media. Anyone can follow or view our social media pages.