

DAY PROCESS

We maximise the value we deliver by using a repeatable process and careful planning over a short five day period.

DISCOVERY & SETUP

1

- Kick-off meeting
- Access verification
- Setup of required tools**
- Overview of environment
- Review of existing documentation
- Survey data processing

TECHNICAL ASSESSMENT & SURVEY ANALYSIS

2

- Server configuration review
- Platform health & usage analysis
- Dashboard selection for review
- Survey data analysis

TECHNICAL ASSESSMENT & INTERVIEWS

3

- Platform health & usage analysis
- Dashboard review

INTERVIEWS

Content Consumers x4
Content Authors x4

TECHNICAL ASSESSMENT & INTERVIEWS

4

- Dashboard review
- Blueprint assessment review

INTERVIEWS

Blueprint governance
Server Admin x1

CONCLUSION

5

- Report finalisation
- Handover of deliverables
- Presentation of findings and recommendations
- Open discussion