How to Build & Implement a Non-Invasive Data Governance™ Program

Course Summary

Description

Data Governance and Data Stewardship programs are implemented to formalize data-related behavior, to improve the value that an organization gains from their data, to manage risk around the management of data, to improve communications, awareness and reliability around the use of data, and to improve compliance and audit-ability of data as well as to reduce / prevent business / technology costs.

This 2-day workshop / course focuses on how to deliver an effective program that will rapidly improve the value the organization gains from managing data as a strategic asset, and help them to leverage data management investments including customer data integration and master data management implementations, package implementations, compliance and regulatory initiatives, data warehousing and business intelligence efforts, application integration efforts, ERP, CRM, content and knowledge management, and EAI efforts.

Objectives

At the end of this course, students will be able to:

- Plan for a successful Non-Invasive Data Governance™ & Data Stewardship program and implementation
- Build the foundation of a successful Data Governance & Data Stewardship program
- Establish Best Practice, Policy, Roles, Processes required for a Successful Program
- Communicate effectively regarding Data Governance and the Non-Invasive Approach

Topics

- Data Governance Approach & Core Principles
- Gaining Senior Management Support, Sponsorship & Understanding
- How to Develop Best Practice
- Roles & Responsibilities
- Pro-Active & Reactive Data Governance Applications
- Articulating Value of Program Results

Audience

Participants in the workshop should be in a Business or Technical position to define a Non-Invasive Data Governance™ & data stewardship program for the organization including:

- Senior and Business Managers
- Business Mid-Level and Senior Data Managers
- Data Owners, Data & Business Analysts
- Operational (Day-to-Day) Data Stewards (people that define, produce and use data as part of their everyday job)
- Risk Management Staff, Security, Privacy, Classification, Compliance directors and staff
- Information Technology Professionals
- Solution and Data Architects
- Meta-Data Managers, Data Modelers, ...

Prerequisites

Before taking this course, students should have knowledge of issues that can be addressed by data management is a plus but there are no other prerequisites.

Duration

Two Days
How to Build & Implement a Non-Invasive Data Governance™ Program

Course Outline

I. Day One – Morning – Approximately 3 To 3.5 Hours
   A. Providing a Definition for Data Governance, Stewardship, Selecting the Appropriate Definition for your Company
   B. Defining Key Concepts and Motivating Points of the Non-Invasive Data Governance Approach
   D. Building and/or Enhancing Data Governance Business Case, Policy, Directives, Guidelines
   E. Practical Messages for Management Regarding Effective Data Governance Implementations
   F. Defining Data Governance Program Business and Technical Goals and Objectives
   G. Defining Measurements and Metrics of Data Governance & Data Stewardship Success

II. Day One – Afternoon – Approximately 3 To 3.5 Hours
   A. Defining Data Governance Program Critical Success Factors
   B. Contending with Organizational (In)Tolerance for Change
   C. Defining a Sustainable Operating Model of Data Governance & Stewardship Roles & Responsibilities
   D. Defining Organizational Time Commitments & Tasks - What does it really take?
   E. Engaging Stewards & Staff at the Operational, Tactical, Strategic, Executive and Support Levels
   F. The Pivotal Roles: The Data Domain Stewards & The Data Steward Coordinators
   G. Formation of the Data Governance Council: Participants, Meetings, Actions, Ownership of Council
   H. Managing Data by Domains, Master Data Areas and Subject Area
   I. Identifying Vs. Assigning Appropriate Data Stewards, Steward Criteria and Traits

III. Day Two – Morning – Approximately 3 To 3.5 Hours
    A. Developing Data Governance & Data Stewardship Tools, Work Flow, Process/Methodology Integration
    B. Engaging Stewards Through Business Process, Standard Operating Procedures, Methodologies
    C. Engaging Stewards Through Issue Resolution and Quality Management
    D. Work Flow & Process Integration Through Proactive and Reactive Data Governance
    E. Developing Data Conflict Resolution Paths – Design, Production, Usage Conflicts
    F. Developing Conceptual Meta-Models to Support Governance/Stewardship Programs
    G. Identifying Sources of Data Steward Meta-Data and Mapping to the Meta-Model
    H. Recording and Managing Data Governance Meta-Data
    I. Developing Data Governance Meta-Data Change Management Procedures and Notification

IV. Day Two – Afternoon – Approximately 2 To 2.5 Hours
    A. Implementing a Common Data Matrix, Data Governance Activity Matrix, DQ & Issue Log, …
    B. Understanding Data Governance & Information Governance Beyond Structured Data
    C. Identifying the “Best” Place to Start a Data Governance/Stewardship Program (if necessary)
    D. Developing Next Steps / Action Plan to Build Non-Invasive Data Governance™ Program
    E. Developing a Plan to Market Data Governance & Stewardship to the Organization