



# ***BI Program and Project Management***

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### **Module 0. About the Course (6 min)**

- *About the Author*
- *Course Objectives*
- *Audience and Pre-requisites*
- *Course Structure*

### **Module 1. Overview (44 min)**

- *BI and Traditional Initiatives Difference*
  - Orientation
  - Scope
  - Requirements
  - Requirements Gathering
  - Timeframe
  - Key Stakeholders
  - Business/IT Relationship
  - Common Business Role
- *Program and Project Relationship*
  - Introduction
  - Purpose
  - Activities
  - Duration
  - Scope
  - Budget
  - Communication
  - Strategy
- *BI Management Roles*
  - What is Management
  - Planning
  - Staffing
  - Leading
  - Directing and Coordinating
  - Communication
- *Summary*

### **Module 2a. Roles and Responsibilities—Part 1 (40 min)**

- *Overview*
- *Role Definition Importance*
- *Major Program Roles*
- *Steering Committee*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Program Manager*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities



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- Key Challenges
- *Change Agent*
  - Introduction
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Data Steward*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Architect*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Major Program Roles Review*
- *Other Program Roles*

### **Module 2b. Roles and Responsibilities—Part 2 (54 min)**

- *Major Project Roles*
- *Business Sponsor*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Project Manager*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Business Analyst*
  - Introduction
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Data Analyst*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities



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- Key Challenges
- *Database Administrator*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Acquisition Developer*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Delivery Developer*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Business User*
  - Definition
  - Important Traits and Skills
  - Staffing Considerations
  - Key Activities
  - Key Challenges
- *Major Projects Roles Review*
- *Business Intelligence Competency Center*
  - Overview
  - Sample Mission
  - Potential Roles
  - Placement Considerations
    - Readiness
    - Key Considerations Part 1
    - Key Considerations Part 2
    - Key Considerations Part 3
  - Review

### **Module 3. BI Planning Management Activities (58 min)**

- *Overview*
- *BI Program Activities: Assessment*
  - Need Recognition
  - Types of Assessments
  - Participants
  - Internal vs. External
  - Common Objectives
  - Process
  - Sample Timeframe
  - Answers You Should Know
  - Common Areas



## BI-07: BI Program and Project Management

- Key Considerations
- *BI Program Activities: Strategy and Development*
  - Introduction
  - Mission
  - Governance
  - Communication
  - Budgeting and Funding
  - Architecture
  - Methodology
  - Quality Management
  - Metadata Management
  - Success Measures
- *BI Program Activities: Governance*
  - Formation
  - Oversight Committee Role
  - Oversight Committee Operation
- *BI Program Activities: Planning*
  - Introduction
  - Prioritization
  - Business Capabilities
  - Capability Evaluation
  - Initiative Evaluation
  - Roadmap
- *BI Project Activities: Scope Definition*
  - Importance
  - Balancing Act
  - Effort
  - Content
  - Basis For Plan
  - Risks
  - Required Resources
- *BI Project Activities: Plan Development*
  - Competing Forces
  - Considerations
  - Estimating Effort
  - Key Activities
  - Schedule
- *BI Project Planning Review*

### **Module 4. BI Execution Management Activities (43 min)**

- *Overview*
- *BI Program Activities: Data Modeling*
  - Introduction
  - Types
  - Subject Area Model
  - Business Data Model
  - Historical Perspective
- *BI Program Activities: Infrastructure*
  - Overview
  - Determination



## BI-07: BI Program and Project Management

- Options
- *BI Program Activities: Oversight*
  - Introduction
  - Projects
  - Project Coordination
  - Oversight Committee
- *Program Execution Review*
- *BI Project Activities: Requirements Gathering*
  - Differences from Traditional Projects
  - Differences Impact
  - Typical Questions
- *BI Project Activities: Data Modeling*
  - System Data Model
  - Structure
  - Starting Point
  - Selecting Data for Inclusion
  - Historical Perspective
  - Physical Model
- *BI Project Activities: Data Acquisition*
  - Introduction
  - Source Selection
  - Data Profiling
  - Mapping
  - Error Handling and Cleansing
  - Integration
  - Transformation
  - Load
- *BI Project Activities: Production Release*
- *General BI Project Management Activities*
- *Project Execution Review*

### **Module 5. BI Sustainment Management Activities (24 min)**

- *Overview*
- *Usage Monitoring*
- *Benefits Recognition*
- *Demand Management*
- *Portfolio Management*
- *Maintenance and Enhancements*
- *Infrastructure Management*
- *Quality Management*
- *Quality Improvement*
- *Success Measurement*
- *Communication*
- *Review*