



Data Stewardship

Core

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Module 0. About the Course (7 min)

Module 1. Data Stewardship Basics (52 min)

- *What is a Data Steward*
- *What “Does Stewardship” Mean*
- *Why a Data Steward*
- *Types of Data Stewards*
 - Overview
 - Type 1: Data Objects Steward
 - Type 2: Business Unit Data Steward
 - Type 3: Process Data Steward
 - Type 4: Project/System Data Steward
- *Key Reporting Considerations*
- *Common examples of Data Stewards*
- *Not all Data Should be Managed*
- *Getting Started*
 - Overview
 - Pick the Project
 - Pick the Team
 - Design Standards Forms and Documentation
 - Pick the Governance Forums
 - Choose the Metrics
 - Pick the Tools
- *Attributes of a Data Steward*
 - Profile of a Successful Steward
 - Personal Attributes
 - Knowledge Level
 - Experience Level
- Review

Module 2. Roles and Responsibilities of Data Stewards (44 min)

- Overview
- *Data Stewardship and Data Strategy*
 - Planning
 - Data Roadmap
 - Data Principles & Policies
 - Adjusting to Business Priorities
 - Example
- *Data Stewardship and Data Classification*
 - Data Definition
 - Metadata Management
- *Data Stewardship and Data Quality*
 - Prioritizing Data Quality Metrics
 - Implementing a Data Quality Program
- *Data Stewardship and Business Processes*
- *Data Stewardship and Data Acquisition*
- *Data Stewardship and Data Modeling*
- *Data Stewardship and IT Management*
 - Overview



DS-01: Data Stewardship Core

- New Data Projects
- Consolidating the IT Infrastructure
- Master Data
- New Tool Selection
- *Data Stewardship and Data Operations*
- *Data Stewardship and Change Management*
- *Data Stewardship and Data Governance*
- *Review*

Module 3. Data Stewardship Tips & Techniques (46 min)

- *Create a Data Culture*
- *10 Keys to Being A Successful Data Steward*
- *De-railers to Data Stewardship*
- *Case Study*
 - Overview
 - Company Background
 - Reporting Structure and Key Stakeholders
 - Data Steward Team
 - Data Steward Projects
 - Data Steward Governance Forums
 - Challenges
- *Case Study 2*
 - Overview
 - Company Background
 - Finance Business Unit Data Reporting
 - Reporting Structure and Key Stakeholders
 - Data Steward Team
 - Data Steward Projects
 - Data Governance Forums
 - Challenges
- *Case Study Lessons*
- *What Does Great Data Management Look Like*

Module 4. Information Management Basics (58 min)

- *Overview*
- *Types of Data Stores*
 - Application Databases
 - Departmental End User Databases
 - Data Warehouse and Data Marts
 - Operational Data Store
 - Master Data Hub
- *Types of Data and Information*
 - Operational Data
 - Analytic Data
 - Event Data and Reference Data
 - Master Data and Transactional Data
 - Structured and Unstructured Data
- *Common Uses of Data*
 - Record Keeping and Audit Trail
 - Reporting and Information



DS-01: Data Stewardship Core

- Measurement and Monitoring
- Decision Making
- Business Analysis
- Discovery and Prediction
- *Business Data Flow*
 - Business Value of Data
 - Data Uses
 - Data Sources
 - Data Acquisition
 - Data Providers and Consumers
 - Data Flow Through Organizations
 - Data Flow at the Functional Staff Level
 - Data Flow at the Tactical Staff Level
 - Vertical Data Movement
 - Data Flow Through Systems
 - Data Flow Example
 - Architectural Views of The Data Flow
 - Data Flow Analysis
- *Data Management Processes*
 - Architectural Processes
 - Subject Area Modeling
 - Conceptual Data Modeling
 - Enterprise Modeling
 - Data Consolidation: Entity Mapping
 - Data Consolidation: Data Store Mapping
 - Data Consolidation: Data Element Mapping
 - Data Flow: Business Architecture View
 - Data Flow: Systems Architecture View
 - Data Flow: Data Warehouse Architecture View
 - Utilization Processes
 - Business CRUD Matrix
 - Systems CRUD Matrix
 - Business Process Management
 - Custodial Processes
 - Database Administration
 - Security Administration
 - Business Continuity

Module 5. Information Management Overview (72 min)

- *Overview*
- *Information Management Defined*
 - Information
 - Management
 - Information + Management
 - Information Management
- *The Scope of Information Management*
 - IM Dimensions
 - IM Disciplines
 - Related Disciplines
 - Grouping Related Disciplines
 - At Stack View of IM



DS-01: Data Stewardship Core

- *Understanding the Data*
 - Views of the Data
 - Projects Flow
 - Describing the Meaning of the Data
 - Describing the Data Constraints
 - Describing the Data Relationships
 - Describing the Data
- *Information Supply and Demand*
 - Managing Information Supply and Demand
 - The Goal
 - Desired Outcomes
 - Data Resource Perspectives
 - Content Management
 - Enterprise Information Management
- *Data Utility*
 - Introduction to Data Utility
 - Ensuring Data Utility
 - Roles of Data Quality and Data Governance
- *Data Resource Consolidation*
 - The Data Resource
 - Disparate Data
 - Connecting the Disparate Data
 - Data Integration
 - Data Warehousing
 - Data Warehouse
 - Master Data
 - Master Data Management
- *Applied Information*
 - Data Vs. Information
 - Information and Systems
 - Using Information
 - Business Intelligence
 - BI Purpose
 - Business Analytics
 - Business Performance Management
- *Discovery and Inference*
 - Learning the Unknown
 - From Data to Knowledge
 - Data Mining and Predictive Analytics
 - Data Mining and Prediction Purpose

Module 6. Data Quality and Data Governance Basics (50 min)

- *Data Quality*
 - Quality Defined
 - Data Quality Defined
 - Data Characteristics
 - Data Quality Dependencies
 - Purposes of DQM
 - Data Quality Processes
 - Data Quality and People
 - Data Quality Projects



DS-01: Data Stewardship Core

- Data Quality and IS Projects
- Data Quality Technology
- Review
- *Data Governance*
 - Data Governance Defined
 - Data Governance Dependencies
 - Data Governance Purpose
 - Data Governance Processes
 - Data Governance and People
 - Data Governance and Management
 - Data Governance and Technology
 - Review
- *Review*