

## SharePoint Governance at Navantis

According to the trade journal *Network World*, a company that employs 1,000 information workers can expect to lose more than \$5 million in annual salary costs because of misspent time looking for information and not finding it. However, this can be avoided with the right governance strategy for managing information.



### BENEFITS

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- Alignment of technology to strategic business objectives
- Formal process for change management, prioritization and decision making
- Increased adoption and participation from business stakeholders
- Usability through information architecture
- Definition of taxonomy and records management strategies for archiving and preserving content
- Cost management and risk mitigation
- Process for evolving the platform and phased roll-outs
- Ensure that the platform can be effectively managed
- Establishment of measurement framework to ensure platform is delivering as expected.

**SharePoint Governance** is the set of policies, roles, responsibilities, and processes that you establish in an enterprise to guide, direct, and control how the organization makes decisions about the implementation, roll-out, and operation of SharePoint.

If your organization is planning to, or has already adopted Microsoft SharePoint, we have designed the Governance framework and consulting methodology that will meet your complex governance requirements and help you establish an enterprise governance program. Using Microsoft Office SharePoint Server, we will work with you to implement an effective governance solution that will satisfy your collaboration needs, document management desires, records management needs, and knowledge management requirements.

### KEY DELIVERABLES

We will work with your organization to come up with an in-depth Governance Strategy covering the following aspects:

- Overall Needs and Use of MOSS
- MOSS Governance and Best Practices
- Proposed Architecture
- Development Platform Guidelines
- User Groups and Deployment Options
- Records Disposition Guide
- Initial Implementation Plan
- Training Requirements

We will also deliver a working governance site template for MOSS that will enable you to use SharePoint for ongoing governance activities.

### WHAT SHAREPOINT GOVERNANCE WILL DO FOR YOUR BUSINESS

- Establish a cross-disciplinary management structure to govern and evolve the service
- Establish best practices, architectural and policy principles that guide the ongoing delivery and use of SharePoint
- Guide adoption activities to increase employee participation
- Measure the success of the SharePoint service and provide a forum for course-correction

