

The National Computing Centre SharePoint HealthCheck



- ▶ Independent advice and guidance to help you get the most from your investment in SharePoint
- ▶ Getting SharePoint Right *HealthCheck*
- ▶ Managing SharePoint *HealthCheck*



Getting SharePoint Right *HealthCheck*

Microsoft's SharePoint has the potential to bring great benefits to business. However, SharePoint is a large and complex product, and implementing and using it in the correct way is key to realising that potential – and in avoiding costly mistakes.

We have developed an NCC “SharePoint *HealthCheck*” service, which allows organisations who are considering SharePoint to answer the fundamental question “Is SharePoint right for us?”

By running through the *HealthCheck*'s suitability criteria with one of our SharePoint experts, an organisation can quickly decide whether or not SharePoint is the right solution for them. Should SharePoint be suitable, we will provide an overview of the next steps for a successful implementation. If SharePoint is not suitable we can advise on alternative solutions.

The SharePoint *HealthCheck* takes place on site and is either undertaken on a one or three day assignment basis. The duration of *HealthCheck* is based on the scale of the potential implementation. This service is ideal for organisations who have not yet tried SharePoint, or those who have implemented SharePoint in a test environment only.

The Getting SharePoint Right *HealthCheck* will cover:

- What does SharePoint do?
- How should we use SharePoint, if at all? Are we clear about what benefits it will bring?
- Your business objectives/requirements (across the organisations)
- Your organisations infrastructure (and strategy)
- Your organisations capability for adoption
- Opportunities and implications that SharePoint can present to your organisation
- Alternative solutions
- Licensing options
- SharePoint *Routemap* (next steps should a SharePoint Solution be chosen)
- Identification of critical success factors
- Identification of project sponsors

Benefits to you:

- Get an independent and expert appraisal of the suitability of SharePoint to fulfil your business requirements.
- Avoid unnecessary costs in implementing SharePoint
- Start your SharePoint project on the right footing with a clear understanding of the possibilities and implications for your organisation.

For further information contact us at
www.ncc.co.uk, or call us on 0161 242 2121

Managing SharePoint *HealthCheck*

So you've decided that SharePoint is the right solution for you...

SharePoint provides powerful and effective tools that increase collaboration and communication in a shared environment. SharePoint technologies offer a flexible and efficient way for users to create their own workspace solutions for collaborative projects and groups.

However, without proper governance, a SharePoint deployment can become unmanageable, a disorganised collection of sites, users and links, through the same pathways that provide such flexibility and power when properly deployed.

The answer here is to invest some time in up-front planning with an expert, as this invariably pays big dividends downstream.

In our experience, an essential pre-requisite, which can all too easily be overlooked in the rush to deploy, is a balanced and well-defined SharePoint governance plan, which consists of rules and guidelines instituted to give users just enough flexibility and control to produce customized, manageable solutions, but also provide enough oversight so that the solutions retain manageability.

The Managing SharePoint *HealthCheck* takes place on site and is typically undertaken over three days. This may take longer if the scale of the deployment is significant.

The Managing SharePoint *HealthCheck* will cover:

- **Identification of critical success factors**
- **Identification of project sponsors**
- **Your business objectives/requirements (across the organisations)**
- **Your organisations infrastructure (strategy and capability)**
- **Your organisations capability for adoption/How to drive user adoption**
- **Help with appropriate components of SharePoint (for example Designer).**
- **An outline Governance structure**
- **An outline Information Architecture**
- **SharePoint Routemap (next steps for your SharePoint Solution)**

Benefits to you:

- **Validate your project. Get an independent and expert appraisal of the suitability of SharePoint for your project (against your business objectives)**
- **Start your SharePoint project on the right footing with a clear understanding of the possibilities and implications for your organisation. Avoid costly mistakes by making appropriate plans in advance**
- **Create an effective governance programme for your SharePoint project**
- **Receive practical advice and guidance on appropriate components within SharePoint**
- **Maximise your investment in SharePoint.**
- **Receive a *Routemap* that will help you move your take your project through to completion.**

The National Computing Centre is the UK's leading cross sector membership organisation for IT decision-makers; we have a wealth of experience across a broad portfolio of technologies, methodologies and IT management issues, including SharePoint.

Our unique independent position and limited by guarantee status allows us to draw upon the experiences and expertise of our membership community, end user organisations, to inform our guidance and advisory services.

For details of costs and to book your *HealthCheck* please contact us on the number below.

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