



# IDEA INTEGRATION SHAREPOINT JUMPSTART

## ARCHITECTURAL DESIGN SESSION

The MOSS 2007 Architectural Design Session is a three day engagement whose main goal is to conduct thorough scoping activities to help an organization discover how Microsoft Office SharePoint Server 2007 (MOSS 2007) can be leveraged to solve their business needs. During the ADS, Idea will:

- Deliver a comprehensive MOSS 2007 strategy briefing
- Conduct a thorough readiness assessment
- Identify and prioritize business processes that can leverage MOSS 2007 functionality
- Design and propose an appropriate platform architecture

### DAY ONE

#### MOSS 2007 STRATEGY BRIEFING OF MOSS 2007

The strategy briefing introduces the features of Microsoft Office SharePoint Server 2007, licensing options, and provides an overview of approaches for deployment. Each feature area of MOSS 2007 is covered in depth through a combination of presentations and demos.

- Collaboration
- Portals & Personalization
- Enterprise Search
- Enterprise Content Management
- Business Process Integration and InfoPath Forms Services
- Business Intelligence Dashboarding

#### MOSS 2007 FEATURE PLANNING AND PRIORITIZATION

Feature Planning and Prioritization involves a series of discussions where business needs are mapped to MOSS 2007 features and implementation requirements are identified. These discussions may carry over to day three if needed.

- **Collaboration planning** identifies opportunities within the organization to build collaborative workspaces in the MOSS 2007 environment for sharing information and working together in teams, communities and people-driven processes.
- **Portal planning** identifies options for creating intranets, extranets and public facing websites which deliver access to information and resources to employees, partners and customers.
- **Search planning** identifies search needs and maps them to the search related functionality of MOSS 2007. Potential content

### DAY TWO

#### MOSS 2007 READINESS ASSESSMENT

The Readiness Assessment is a series of discussions with key IT and Business stakeholders to align implementation and operational requirements with existing infrastructure and personnel to ensure a successful SharePoint solution.

- Assessment of network and technical infrastructure required to support a MOSS 2007 initiative
- Inventory of administrative, support and developer resources involved in the MOSS 2007 initiative

to be migrated into MOSS 2007 is identified as well as external content which can be indexed in place.

- **Enterprise Content Management planning** identifies opportunities to use the document management, web content management and records management features of MOSS 2007 to meet organizational content management needs.
- **Business Process Integration planning** identifies business processes which can be improved through the functionality provided by InfoPath Form Services. The opportunity to publish Line of Business data via the Business Data Catalog is also explored.
- **Business Intelligence planning** identifies information which can be presented via MOSS 2007 dashboards, scorecards and reports or through Performance Point Server 2007.



## DAY THREE PLATFORM ARCHITECTURE DESIGN

The Platform Architecture Design process is designed to define deployment requirements for MOSS 2007 and their potential impact on the organization.

- **Operational Readiness** discussions will focus on the technologies that are associated with a SharePoint environment, and ensure the appropriate service owners are identified.
- **Data Planning** will focus on planning the data storage needs for the environment.
- **Infrastructure Planning** will focus on the various available server models and determines the best fit for your organization.

“Microsoft Office and SharePoint technologies have provided the foundation for a rich knowledge management infrastructure that TCC can evolve and develop to meet our strategic goals.”

**Bill Campman**

Vice President of Information Technology  
Tallahassee Community College

## DELIVERABLES

The **Strategic Assessment and Deployment Recommendations** document is a comprehensive summary of the information gathered during the ADS. It includes customer environment specifics, enumerates identified deployment challenges (including skills, processes, and technologies), and identifies features to be implemented with MOSS 2007.

The **Statement of Work** is a proposal for the services required to implement a MOSS 2007 environment which meets the requirements elicited during the Architectural Design Session. It includes description of the proposed solution, the approach (including Tasks, Deliverables and Schedule) and associated costs.

When you work with Idea Integration professionals—whether it’s one person or an entire team selected from our nationwide organization—you also have the collective resources and commitment of MPS Group, a Fortune 1000 billion-dollar international services firm.

At Idea, we judge our success by our high number of repeat customers. We execute. And we deliver on our promises. Just ask our clients.

**Microsoft®**  
**GOLD CERTIFIED**  
*Partner*

**idea integration®**  
www.idea.com • 800.idea.com