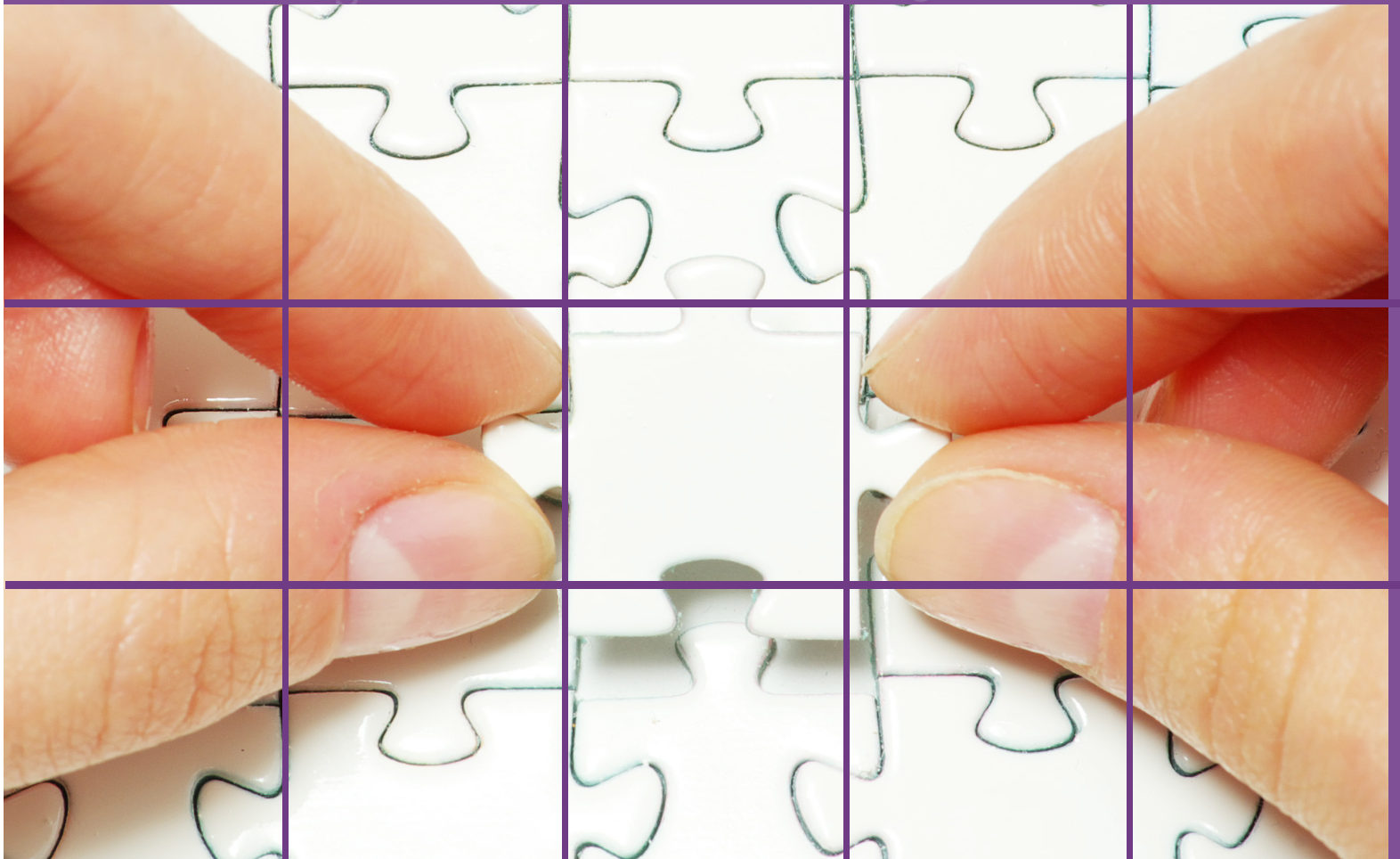


Governance

*Create a foundation for your project to ensure
lifecycle evolution and growth through governance*



Simple governance that is easy to follow, enforce, and communicate to users will ensure compliance and, ultimately, success.



Portals, by their very nature, bring together disparate information and provide personalized experiences for functionally and organizationally diverse users. Planning and implementing a portal or other knowledge management project requires the involvement and coordination of business and IT resources throughout the organization. Maintaining the system and ensuring that it continuously grows to better serve users requires even greater planning and coordination.

Governance Solutions

Project Performance Corporation (PPC) delivers a full range of governance planning services to ensure your information systems are accurate, intuitive for users, and able to sustainably evolve over the project's entire lifecycle.

Governance Workshop – Facilitated session discussing system and content maintenance and approval procedures to prepare you to write your own governance plan and manage your system using today's best practices. The Governance Workshop teaches governance best practices and helps you to: identify processes that should be included in your governance plan, determine roles and responsibilities for your system, and identify reference materials, such as style guides, to be created.

Governance Audit – Assessment of existing system and associated governance (including content management and security policies) to adapt previous strategies in custom framework and documentation for the new system. The audit identifies strategies that should be included in the governance plan for the new system as well as identifies any strategies and processes that were missing from the existing plan.

Governance Plan – Report that applies to an organization-wide audience and defines simple governance that will be easy to follow, enforce, and communicate. The governance plan will ensure that your system remains current and relevant while evolving as user and organizational needs change. The report can include any or all of the following sections:

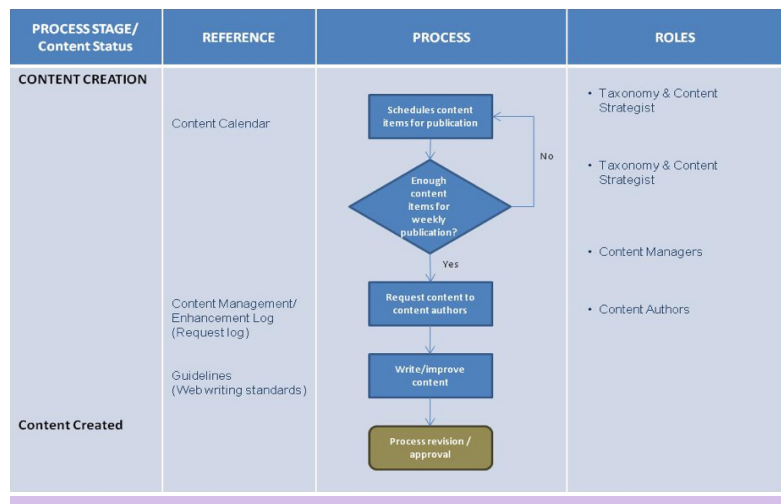
- Objectives
- Roles and Responsibilities
- Policies and Procedures
- Communications, Education, and Marketing

Governance Plan

PPC experts work with your organization to design an achievable plan to ensure the long-term success of your project. Our consultants work with you to produce an initial Governance Report with guidance on how to better support the full lifecycle of your organization's portal. The creation of an initial report brings all of PPC's portal deployment and project management experience to bear to support your organization's portal project.

The report includes recommendations and guidance for:

- **Project Objectives** – A listing of key project objectives, with recommendations on how to collect and catalogue them. Furthermore, PPC works to develop a project “road map,” a high-level project plan that can be used to plan for future phases of the project and ensure that the portal is being developed with the user's core requirements in mind.
- **Project Roles and Responsibilities** – A listing of the various roles for the portal project and recommendations on decision-making processes.
- **Policies and Procedures** – Componentized procedures for the request, development, and testing of all major portal components, as well as recommendations on coding guidelines, security rules, and global settings.
- **Communications, Education, and Marketing** – Recommendations on how to best facilitate two-way information flow between the portal team and end users as well as guidance on multi-media education options.



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