Planning Checklist

- ☐ Is there a clear focus on business opportunities? Is there a clear vision of the business objectives for big data?
- ☐ Has a business problem been clearly defined and articulated?
- ☐ Is there commitment from sponsors?
- ☐ Is there commitment from business? Do business users understand their obligation to actively participate to contribute to the overall success of the project?
- ☐ Is there a clear idea of your user base?
- ☐ Have you considered keeping the projects out of the operations pipeline? This will allow you keep policies and procedures from slowing down the project.
- ☐ Have you given any consideration to the project environment? Creating a “startup” environment mentality that fosters collaboration is beneficial.
- ☐ How will project success be measured?
- ☐ Will resources with right blend of talent and skill sets be available?
- ☐ Have you done a gap analysis of skills?
- ☐ Will vendor support be required?
- ☐ How will you conduct an evaluation of vendor capabilities and skill sets to ensure that they have required qualifications and expertise?
- ☐ Do you have a training plan? What training will be required to ensure readiness of resources to contribute to the success of the effort? What training will be provided?
- ☐ Will the users have sufficient access to the data?
- ☐ Has a data profiling exercise been conducted to determine key data items?
- ☐ Have you established a plan to separate the useful from “less than useful” data?
- ☐ Can the data found in the big data environment be integrated with existing analytical data?
- ☐ Has the veracity of the data been verified? Have you questioned and confirmed assumptions, such as 'the data is assumed to be suitable for purpose, the data is assumed to be business relevant, etc.?
- ☐ How will you share data during the project? It is recommended to share data early and often, presenting it in a visual format.
- ☐ What type of information will be collected? Will it have potential to expose the enterprise to legal and regulatory challenges?
- ☐ How will you protect and secure your data?
- ☐ How will you ensure employees protect confidentiality of data?

- What is the throughput requirement for the data?
- How will you determine data quality? How will you determine what good data looks like?
- Is there a fundamental understanding of the differences between search and analysis?
- Does the team know how to perform sophisticated analysis on big data?
- Is there a fundamental understanding of the concept of textual disambiguation? Big data is unstructured, thus context in the typical sense is lacking. Since context is necessary for analytical processing, the team must understand how to do textual disambiguation.
- Have technology leaders confirmed the overall feasibility of the project?
- Have you considered change management and confirmed that the required change could be easily undertaken?
- Do you have a plan to document and confirm assumptions?
- Are you considering scalability and performance needs in addition to your functional requirements?
- Will the infrastructure be built iteratively?
- Have you ensured that the system architecture can support both current and future demands?
- Have you decided if the solution should be a cloud, on premise, or hybrid solution?
- Have you considered that project developments that could potentially be shared with competitors? How do you plan to protect the organization from exploitation from competitors?
- How will production readiness be assessed?