

# IT Planning Project Discussion Notes

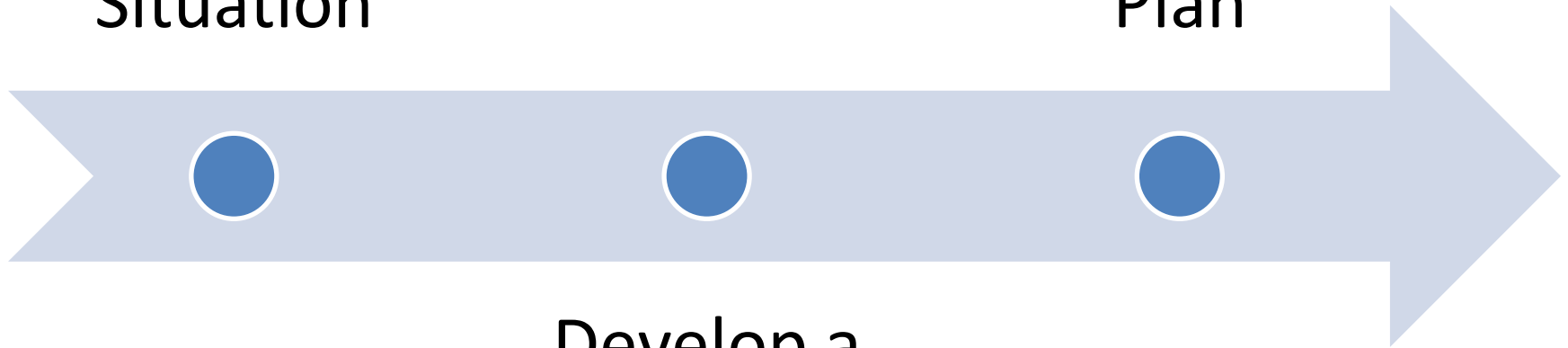
IT can be a big expenditure / a whipping boy / an Achilles' heel / an enabler / a company differentiator / a key cog in a growing enterprise. The choice is made at the executive management level, not the programmer / network tech level.

Start by determining how you want to position IT and its associated parts. Figure out how IT will better the Organization and support the Organization's mission. Get an assessment of where you are today and build the road map / plan to where you want to go. Then, work the plan and measure your progress against the plan. Don't start without a map and don't start in the middle of the plan.

# IT Plan Recommendation

Assess the  
current  
Situation

Execute  
against the  
Plan



Develop a  
Plan

# Work Steps and Deliverables



- Identification of:
- What's busted what's fixable;
- What's needed what's not;
- Prioritized needs

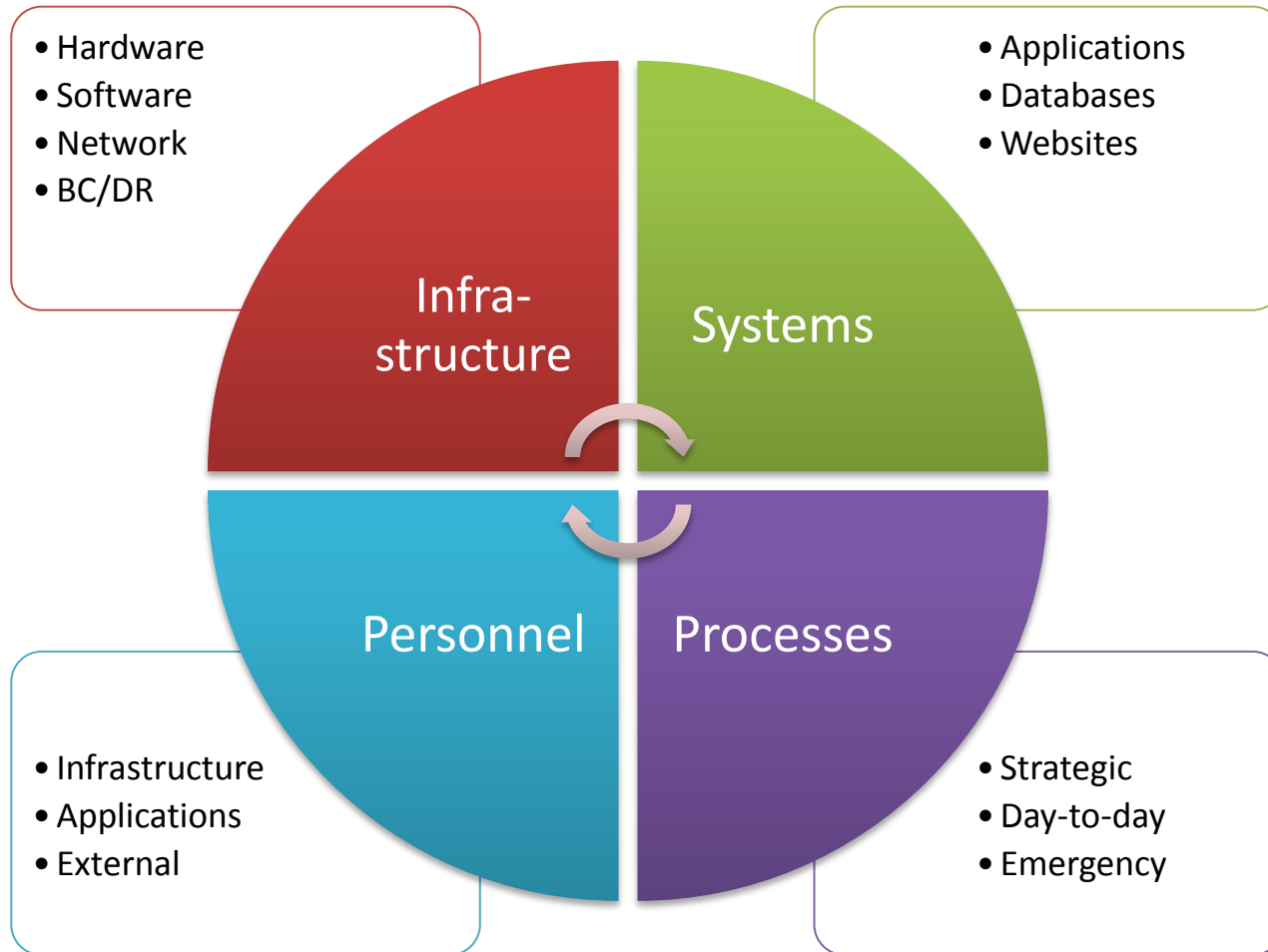


- Prioritized quantifiable needs
- Timeframes and deliverables = Projects
- Tools to measure progress = Overall Work Plan



- Recommendations for longer-term action in each area: 1) Infrastructure, 2) applications, 3) personnel, & 4) Policies.
- Recommendation for IT oversight

# IT ASSESSMENT SCOPE



# Infrastructure

Infrastructure

## Hardware

- Inventory
- Assess age and maintenance
- Access control; Security
- Setup and maintenance

## Software

- Have versus needs; Custom versus package
- Maintainability & Supportability; Documentation
- Expandable, Flexible
- Short-term / long term; cost/Benefit

## Network

- Reliability; Expandability, Flexibility
- Cost
- Toolset
- Vulnerability

## Business Continuity / Disaster Recoverability

- Existing Plans
- Reliability
- Cost / Benefit

# Systems

Systems

## Applications

- Inventory and assess
- Homegrown versus packaged
- Wants versus needs & gap analysis
- Areas – Marketing, Operations, etc.
- Third Party Tools

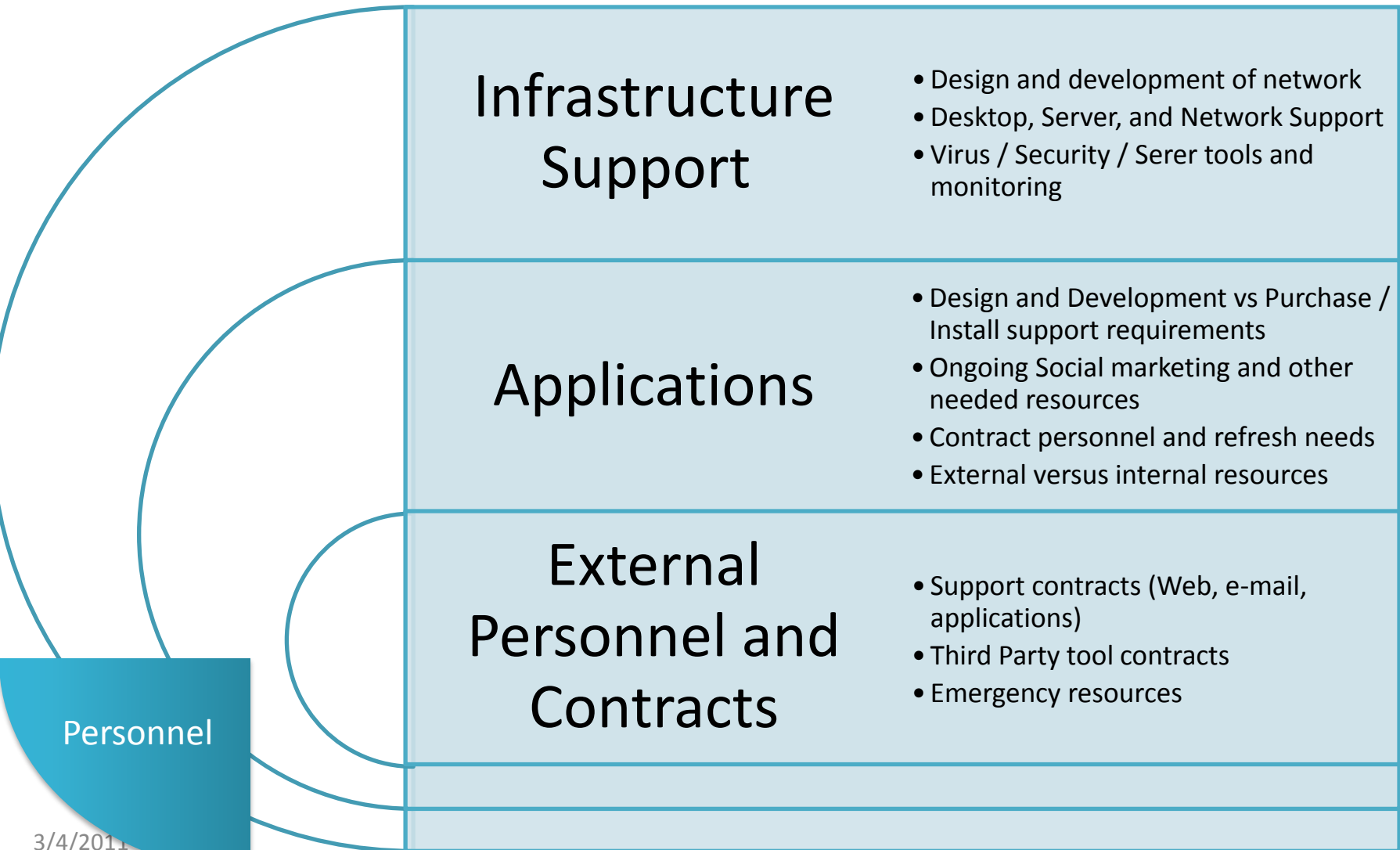
## Databases

- Centralized vs. individually maintained
- Usability and maintainability
- Security & documentation
- Format and supportability

## Websites

- Reliability & Expandability
- Cost
- Access and updates
- Flexibility
- Toolset
- Vulnerability

# Personnel



Personnel

# Processes

## Strategic

- Oversight and governess
- Technology refresh plan
- H/W & S/W retirement procedures
- Security reviews

## Day-to-day

- Internal H/W, S/W usage policies
- Security Access Policies
- Support / help desk procedures

## Emergency

- Business Continuity and Disaster Recovery Plan
- BC / & DR testing
- Other

Processes

# Many IT Support Skills

1 Person?  
1 Company?  
1 Quarterback?

