



REFERENCE DATA ACCELERATOR

Manager	IT Steward	Business Steward	MODULE	LEARNING OBJECTIVES	OUTCOMES	± HOURS
			Setting the Stage	This module is intended for all team members and Collibra to introduce each other. It gives an overview of DGC approach and tool suite, and sets the key outcomes for the starting phase of your reference data collection.	<ul style="list-style-type: none">✓ Team members and roles✓ Reference data case✓ Measurable objectives	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Kicking the Tires	This module includes three exercises in which trainees are instructed to use the tool functionality for all three phases of a reference data lifecycle - i.e., entry, approval, provisioning - without upfront introduction to the underlying ideas and theory.	<ul style="list-style-type: none">✓ Basic comfort level of the team with the RDA tool✓ Sample workflows have been explored	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Setup your DG Organization	This module gives an overview of approaches and best practices to organize DG in terms of communities , domains , and roles . We setup your DG organization in the RDA tool.	<ul style="list-style-type: none">✓ Communities and domains have been established✓ Content scoped and available for entry	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Under the hood	This module is intended to comprehend and customize the RDA Operating Model that drives and establishes your reference data governance.	<ul style="list-style-type: none">✓ Understanding of RDA Operating Model✓ Customized RDA Operating Model for the starting phase	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Entry of Reference Data	We covers all functions to create , import and discover code values and group them in code hierarchies. We learn how to crosswalk code hierarchies, and relate them to other assets to achieve business traceability . We learn to manage code taxonomies and multi-relational hierarchies . We explore how to automate reference data entry.	<ul style="list-style-type: none">✓ First batch of assets entered into the RDA tool✓ Import spreadsheet template✓ Initial business traceability✓ Requirements for automated entry	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Approval of Reference Data	This module covers all features to enact the reference data lifecycle through out-of-the-box workflows such as on-boarding and approval of code values.	<ul style="list-style-type: none">✓ Part of the reference data went through approval processes✓ Initial requirements for issue, on-boarding and approval workflows	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Provision of Reference Data	This modules is intended for mastering end-user activities involving searching and provisioning the glossary content. We learn to manage change histories . We explore also how to automate reference data provisioning to external applications.	<ul style="list-style-type: none">✓ Custom views for the first set of code hierarchies✓ Impact and traceability visualisations✓ Snapshot configurations✓ Basic comfort level with querying the Collibra APIs	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Workflow Engineering	This module explores the need to customize the out-of-the-box workflows in the RDA tool, and involves for those cases a requirement analysis and design of new workflows for entry, approval and provisioning of reference data.	<ul style="list-style-type: none">✓ Workflow requirements are turned into workflow designs✓ Workflows deployed and tested in the RDA tool	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>
			Administration & Customization	This module covers all functions required for the administration of the tool. We explore customizations of the Operating Model. Finally, we have a Q/A to make sure all remaining challenges have been addressed.	<ul style="list-style-type: none">✓ Configured roles and status types✓ Configured asset completion score calculators✓ All remaining questions have been answered✓ Introduction to Collibra support and roadmap	<div><div></div><div></div><div></div><div></div><div></div><div></div></div>