On-Premise to Cloud Migration Report #2

Team Cloud:

Andrew Bae, Jonathan Nguyen, Osman Choudhary, Yobell Woldu, Nandu Rami

IS436 (03.8356)

3/12/2018

The cloud migration project has a number of requirements needed in order to ensure a safe migration of documents and to not interrupt workflow during the migration. Process-oriented requirements are processes that a system must perform. For our specific case, our system must provide document versioning, the ability to check in and out documents, provide an accessible place for departments to come together and work cooperatively as well as provide real-time access for employees regardless of where they are signed in from so long as they have access to the requested sites. Information-oriented requirements is the information the system must contain to function as needed, once again for our specific project, we require the following things: real time document editing, a database that retains all department information for ten years, record past version history as well as the ability to recall previous versions of documents if need be. The system must also maintain the ability to archive data to reduce digital footprint as well play as a active directory-esque role where the users are allowed access to certain web pages while preventing any unauthorized users from entering.

Next the non-functional requirements of the system are the operational, performance, security and cultural & political requirements. Operational requirements for our project to work is very simple due to the nature of our project. Many of our servers and features are maintained off-site allowing for the issue of maintenance and physical restrictions to be passed on to the Sharepoint team at Microsoft, however digitally all our information must be ported over to the cloud based database with accuracy and haste. Performance requirement wise, the database must be accessible at all times, as well the ability for all users to access the database at once, this offsite performance requirements allows for us to maintain a better database that is safer due to now varying options in disaster recovery. Continuing, the security requirements for the system is very simplified because Sharepoint would be extracting access and grouping from Active directory allowing the team to hit the ground running. Lastly, the cultural & political requirements of the system is the most vital and key factor of the project. If users do not feel comfortable with the new system and do not use it’s features, the system will fall into many of the same issues as our old product therefore educating and communicating the importance of using a cloud based database system and taking advantage of the checking in and out feature are capital to the success of the project and migration.

For this project to be successful, we need several cooperative team members to come through, both externally and internally. The following positions are needed, Cloud & Infrastructure Department Head, Lead Sharepoint Designer, and Junior Sharepoint Designers.

With the adaptation of cloud based databasing, expertise in the field as well as experience with the system first hand is vital to the success of the project, therefore we felt that a Cloud & Infrastructure Department Head was needed, candidates needed to be well versed in cloud and infrastructure, have experience in a leadership position, aid in growth projections, have a good understanding of Sharepoint and be able to well communicate the change and the importance of utilizing its features. Second, we needed developers for Sharepoint to help create custom web page, make sure everything is working properly as well perform any digital maintenance that needs to be done. We felt that this role could use both a lead and junior position to bring up new talent from within the company or young talent to grow with the company.

Observationally, our current on-premise database has a lot of flaws that must be addressed. Currently, our server room maintenance costs are very high, they take up a lot of space as well the lack of cooperation tools and simultaneous work methods bottleneck the speed of the employees and is costing the company money due to this lack of streamlined performance. This switch to cloud based databasing with Sharepoint would help eliminate those issues with maintenance cost and will provide a method for employees to streamline their workflow by working together without hindering each other’s progress.

We gauged the employee base’s interest in this new product by having a poll where they could participate and voice their concerns with the current database and any preemptive concerns they might have with the incoming Sharepoint migration. This poll was given to all employees and had a response rate of 87% where employees actively stated the desire for a check-in and check-out system as well as versioning for documents.

After searching the web and talking to many vendors, the choice to move to cloud computing with Sharepoint was seemingly a “no-brainer”. All the signs pointed to yes, as stated on Salesforce's website which highlighted all the features that came with cloud computing, Microsoft’s website which when into depth about the services they provide and the explanation of how cost-prohibitive it was to have an on-premise database. On other websites and blogs which cited the successes with cloud computing in both personal and commercial usage.

In conclusion, the migration to cloud computing namely Sharepoint is a much needed change in present day databasing and the features that come along with cloud computing as well as the low price to maintain and use make it a upgrade hard to pass up. The features alone streamline employee progress and allows for the company to work more efficiently. Adding in the additional disaster recovery tools offered by Microsoft, it helps add a level of security that was not present in the previous editions of the database.