

The AWS Cloud Adoption Framework: Creating an Action Plan

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Abstract

As organizations transition to the cloud, Amazon Web Services (AWS) customers have discovered that creating an action plan for cloud adoption can help you migrate to the cloud faster, realize your desired outcomes, and avoid common challenges to a smooth migration. Creating an action plan helps you uncover potential issues with cloud adoption, then identify and implement proactive solutions. The resulting action plan documents will guide your organization's cloud adoption process.

The AWS Cloud Adoption Framework - Action Plan Overview

The action plan is a key part of the AWS Cloud Adoption Framework (AWS CAF). The process of developing an action plan helps you voice challenges and concerns related to cloud adoption. Once created, the action plan aligns your organization to proactive solutions, and helps you avoid pitfalls in the transition to a cloud-based IT model.

The AWS Cloud Adoption Framework and Perspectives

Successful cloud transformations identify which organizational skills need to be updated and what new skills need to be learned. The AWS CAF supports and guides your organization as you create an effective cloud adoption plan to address these gaps. It provides guidance on six key perspectives common to businesses: Business, People, Governance, Platform, Security, and Operations. Each perspective is structured to address specific audiences and roles:

- **Business Perspective common roles:** Business Managers, Finance Managers, Budget Owners, Strategy Stakeholders
- **People Perspective common roles:** Human Resources, Staffing Managers, People Managers
- **Governance Perspective common roles:** Chief Information Officer (CIO), Program Managers, Project Managers, Enterprise Architects, Business Analysts, Portfolio Managers
- **Platform Perspective common roles:** Chief Technology Officer (CTO), IT Managers, Solution Architects
- **Security Perspective common roles:** Chief Information Security Officer (CISO), IT Security Managers, IT Security Analysts
- **Operations Perspective common roles:** IT Operations Managers, IT Support Managers

For example, the Business Perspective helps Business Managers, Finance Managers, Budget Owners, and Strategy Stakeholders understand how certain aspects of their roles may be altered by cloud adoption.

The action plan you create is based on the six perspectives. Each AWS CAF perspective contains capabilities that are owned or managed by one or more functionally related stakeholders. As you review each perspective you begin to define how stakeholders in each functional area will update skills and processes to support a successful cloud adoption. This occurs in four steps:

1. Identify which stakeholders in your organization are critical to cloud adoption.
2. Understand the questions and concerns that may delay or impede cloud adoption for those stakeholders.
3. Identify skills or processes that you need to update to address those questions or concerns.
4. Create an action plan for updating the identified skills and/or processes.

Creating an AWS CAF Action Plan

You create an action plan by populating action plan templates with each skill or process that needs to be updated within each perspective.

Below is an example of a blank Business Perspective Action Plan.

Figure 1: AWS CAF Action Plan: Business Perspective Action Plan Template







For each skill or process that requires updating, you create an action statement and enter it into a cell within the template. Action statements should begin with a verb. Actions to update skills usually start with “learn,” “investigate” or “train.” Actions to update processes usually start with “create,” “update,” “develop” or “reevaluate.”

Include an icon in each cell to identify whether the action statement is a skill or a process.

Skill Icon:

Process Icon:

Each action plan template has six icons that represent each perspective. This helps to identify interdependencies with actions in other perspectives:

Business Perspectives		Technology Perspectives	
Business Icon		Platform Icon	
People Icon		Security Icon	
Governance Icon		Operations Icon	

For example, you may have an action within the Business Perspective which has an interdependency in the Security Perspective. You denote this interdependency by including a Security Icon and brief description in the Business Perspective Action Plan.

Below is an example of a Business Perspective Action Plan.

Action Plan: Business Perspective

Use this section to create any overflow actions which can be copied into the summary slide as needed.

Learn about baselining a consumption based budget	Investigate tax impacts of a CAPEX to OPEX shift	Update IT Strategy guidance to include cloud decisioning framework	Learn about AWS compliance certifications	Evaluate AWS compliance certifications against our requirements	Learn about chargeback capabilities	<Action>
George A	George A	Mark B	Sally S	Sally S	George A	
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 2: AWS CAF Action Plan: Example Business Perspective Action Plan

The completed perspective templates, outline an action plan for related stakeholders across the entire cloud adoption journey. When rolled up to an organizational level, the combined set of actions becomes too large to effectively manage. Instead, you should review each of the perspective action plans and identify which actions you will complete in the next two weeks. Populate these first term actions into an Action Plan Summary template. Use the summary to prioritize actions at an organizational level. You may elect to repeat this process in regular cycles, throughout your cloud journey.

Here is an example of a completed Action Plan Summary:

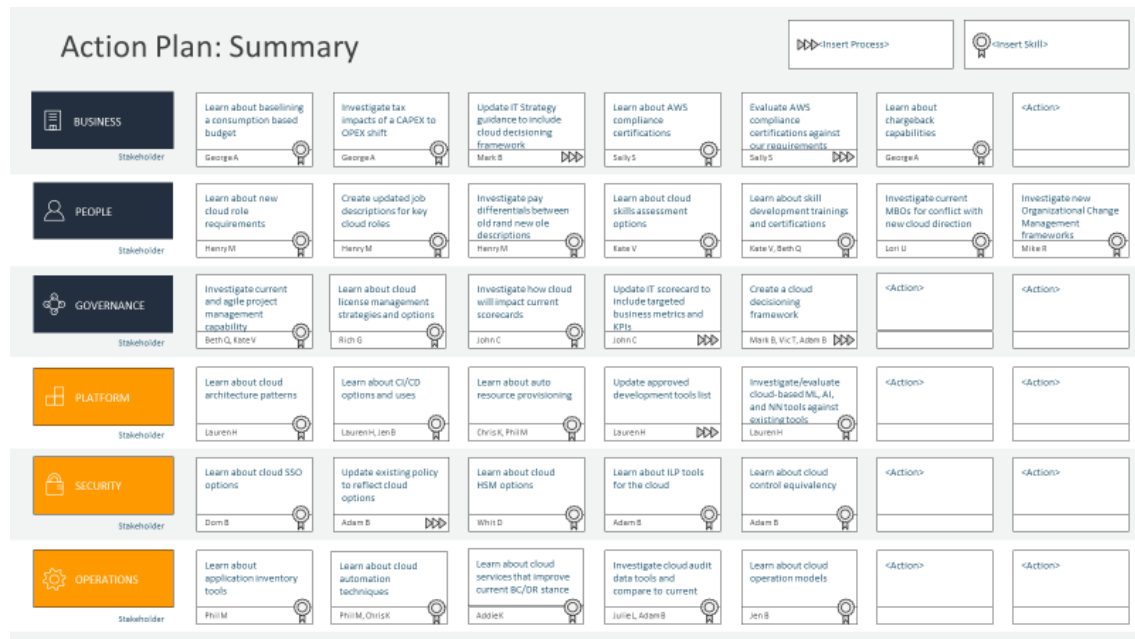


Figure 3: AWS CAF Action Plan: Completed Action Plan Summary

Conclusion

The AWS CAF helps organizations identify gaps in their current organizational capabilities and develop work streams to close the gaps. AWS CAF action plans provide a roadmap for completing the required organizational change by related stakeholders. This process can help you ensure that required updates are made to your organizational capabilities in support of a successful cloud adoption journey.

Appendix – Action Plan Templates

Action Plan: Summary

▶▶▶ <Insert Process>

🏆 <Insert Skill>

<div style="font-size: 1.5em;">📋</div> BUSINESS <small>Stakeholder</small>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<div style="font-size: 1.5em;">👤</div> PEOPLE <small>Stakeholder</small>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<div style="font-size: 1.5em;">⚙️</div> GOVERNANCE <small>Stakeholder</small>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<div style="font-size: 1.5em;">🏗️</div> PLATFORM <small>Stakeholder</small>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<div style="font-size: 1.5em;">🔒</div> SECURITY <small>Stakeholder</small>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<div style="font-size: 1.5em;">⚙️</div> OPERATIONS <small>Stakeholder</small>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 1: AWS CAF Action Plan Summary Template

Action Plan: Business Perspective

>>> <Insert Process>

<Insert Skill>

BUSINESS

Use this section to create any overflow actions which can be copied into the summary slide as needed.

<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 2: AWS CAF Action Plan: Business Perspective Template

Action Plan: People Perspective

<Insert Process>

<Insert Skill>

PEOPLE

Use this section to create any overflow actions which can be copied into the summary slide as needed.

<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 3: AWS CAF Action Plan: People Perspective Template

Action Plan: Governance Perspective

<Insert Process>

<Insert Skill>

GOVERNANCE

Use this section to create any overflow actions which can be copied into the summary slide as needed.

<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 4: AWS CAF Action Plan: Governance Perspective Template

Action Plan: Platform Perspective

<Insert Process>

<Insert Skill>

PLATFORM

Use this section to create any overflow actions which can be copied into the summary slide as needed.

<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 5: AWS CAF Action Plan: Platform Perspective Template

Action Plan: Security Perspective

<Insert Process>

<Insert Skill>

SECURITY

Use this section to create any overflow actions which can be copied into the summary slide as needed.

<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 6: AWS CAF Action Plan: Security Perspective Template

Action Plan: Operations Perspective

<Insert Process>

<Insert Skill>

OPERATIONS

Use this section to create any overflow actions which can be copied into the summary slide as needed.

<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>
<Action>	<Action>	<Action>	<Action>	<Action>	<Action>	<Action>

Figure 7: AWS CAF Action Plan: Operations Perspective Template