

Deliverable 1: Tool Policy

We'll complete our deliverables and documentation as prescribed using the Microsoft Office suite, which we're already quite familiar with. Specifically, we'll use Excel's PivotTable to summarize, analyze, explore, and present summary data. All deliverable files will be turned in as PDFs to ensure they are as portable and uniform as possible. This enables both our team members and the instructor to open deliverables on virtually any device, regardless of configuration. As Office documents are easily converted to PDF, we shouldn't find the need to enlist any third party PDF converters. Because of our familiarity with the Office suite, we spent the majority of our research time for this deliverable focusing on Microsoft SQL Server 2012.

We explored many online resources, notably Microsoft's [TechNet](#) library. There's a lot of documentation available there, including tutorials for familiarizing oneself with each of the components of MS SQL Server that we'll be using in this project. Another explored resource is [Microsoft SQL Server 2012 Unleashed](#), which gives a helpful, high-level overview of each component's purpose:

- **SQL Server Management Studio:** Interface to manage aspects of multiple servers, including setup, configuration, user accounts, backup, maintenance and many others.
- **SQL Server Database Engine / Server:** Core service that stores, processes and secures data
- **SQL Server Data Tools:** IDE used for building reports
- **SQL Server Analysis Server:** Provides OLAP and data mining functionality
- **SQL Server Integration Services:** Assists in completing ETL tasks to transfer data from one location to another

In addition to the beginning overviews, there are detailed chapters that cover the component's setup and use.