Customer Company/Division: _____   Date: _____
Customer Contact Name: _____   Talend Consultant: _____

WEEK 1: INITIATION AND BUSINESS REQUIREMENTS

INITIATION

- [ ] 1. Initiate a preparation call to review high level requirements and current environment
- [ ] 2. Architecture workshop
- [ ] 3. Infrastructure provisioning (customer)
- [ ] 4. Kick off meeting to align on high level scope and establish initial project plan

INSTALLATION

- [ ] 5. Install the optimal multi-environment physical architectures in-line with your in-house infrastructure policies and standards.
- [ ] 6. Configuration and optimization to expected use cases and volumes

BUSINESS REQUIREMENTS

- [ ] 7. Review of documented business requirements
- [ ] 8. Run business requirements workshop
- [ ] 9. Workshop to update project plan based on requirements and agreed detailed scope
- [ ] 10. Prepare and distribute (load to SharePoint Customer folder) Engagement Status Report

WEEK 2: DESIGN

- [ ] 1. Design high level workflow
- [ ] 2. Establish source to target mappings
- [ ] 3. Profile chosen data source for completeness
     a. identify data quality issues and build business rules
- [ ] 4. Design data mapping and applicable transformations
- [ ] 5. Design validation and cleansing logic (if applicable)
- [ ] 6. Design survivorship and matching logic (if applicable)
- [ ] 7. Exception processing to view and correct data that did not meet requirements
- [ ] 8. Design of operations data management handling
- [ ] 9. Prepare and distribute Engagement Status Report

WEEK 3: DEVELOPMENT

- [ ] 1. Development of designed solutions
- [ ] 2. Prepare and distribute Engagement Status Report

WEEK 4: COMPLETE DEVELOPMENT, TESTING DESIGN AND OPERATIONALIZE

DEVELOPMENT

- [ ] 1. Complete development of designed solutions

TESTING

- [ ] 2. Review test scripts provided by customer
- [ ] 3. Unit testing of developed solution based on agreed test cases
- [ ] 4. Assist User Acceptance Testing

ADMINISTRATION

- [ ] 5. Document implemented solution
- [ ] 6. Prepare/distribute engagement close report
- [ ] 7. Conduct engagement close meeting