**DATA ARCHITECT ROLE EXPECTATIONS QUESTIONAIRE.**

When embarking on a consulting engagement, it's essential to gather relevant information from the client during the initial meeting to understand the context, challenges, and goals of the project. The specific artifacts or information you request may vary depending on the nature of the consulting services you provide, but here are some common artifacts and information to consider seeking:

1. Background Information:

* Company background and history.
* Organizational structure and key stakeholders.
* Previous consulting engagements, if any.

2. Project Scope and Objectives:

* Clear definition of the project scope and objectives.
* Expected deliverables and outcomes.
* Timeline and deadlines for project completion.

3. Current Challenges and Pain Points:

* What are the client's current challenges and pain points.
* Any ongoing issues or obstacles that need immediate attention.

4. Business Goals and Strategy:

* Long-term and short-term business goals.
* Overall business strategy and vision.
* Key performance indicators (KPIs) and success metrics.

5. Stakeholder Expectations:

* Expectations of key stakeholders.
* Desired outcomes from the consulting engagement.
* Any concerns or specific requirements.

6. Existing Documentation:

* Access to relevant existing documentation, reports, or data.
* Previous project plans, if available.
* Internal policies and procedures.

7. Budget and Resources:

* Budget constraints and financial considerations.
* Availability of resources (personnel, technology, etc.).
* Constraints or limitations that might impact the project.

8. Technology and Infrastructure:

* Information on existing technology infrastructure.
* Any specific technologies or tools in use.
* Integration requirements with existing systems.

9. Regulatory and Compliance Requirements:

* Information about relevant industry regulations.
* Compliance requirements that need to be considered.
* Legal and ethical considerations for the project.

10. Risk Assessment:

* Identification of potential risks and challenges.
* Previous experiences with similar projects and lessons learned.
* Risk tolerance and mitigation strategies.

11. Communication and Reporting Preferences:

* Preferred communication channels and frequency.
* Reporting formats and content preferences.
* Key contacts for communication within the organization.

12. Training and Knowledge Transfer Needs:

* Any training requirements for client personnel.
* Knowledge transfer expectations during and after the engagement.

13. Timeline and Milestones:

* Project timeline and milestones.
* Any critical dates or events that may impact the project.

By gathering these artifacts and information during the initial meeting, you can establish a solid foundation for the consulting engagement, understand the client's needs, and develop a tailored approach to addressing their challenges. This proactive approach helps ensure a successful and collaborative consulting relationship.