

Process & Data Semantic Analysis Method

'Data Supply Chain' Practice Guide

Innovate

value-focused
digital & data solutions

At Speed.

Harmonize

alignment-focused
organizational functions

At Scale.

Execute

customer-focused
experiential services

With Confidence.

Agenda

- 1.0 Data Supply Chain Overview**
- 2.0 Data Supply Chain Foundational Concepts**
- 3.0 Data Supply Chain Delivery Execution Model**
- 4.0 Data Supply Chain Template Instructions**
- 5.0 Data Supply Chain Content Quality Management**
- 6.0 Data Supply Chain Trivia Questions**
- 7.0 Data Supply Chain Collaborative Exercise**



A row of antique books from the 'GALLIA CHRISTIANA' series, showing spines with gold-tooled decorations and titles. The books are arranged horizontally across the frame.

1.0 Data Supply Chain Overview

Application Catalog: Introduction

Application Catalog is an **inventory of Application Systems** that provide various business & technical functions by consuming & providing data via **Interfaces**

- Application System Names are **Nouns**
- Application Systems exist to provide domain-specific **Business & Technical Functions**
- Application Systems consume & provide data via various **Interfaces**
- Application Systems consist of various internal **Components & Sub-Components**
- Application Systems are built on **Heterogeneous Platforms** & hosted using various **Deployment Types**
- Application Systems have specific **Functional & Non-Functional Characteristics**

Interface Catalog: Introduction

Interface Catalog is an **inventory of integration interfaces** that **exist across & within applications systems**, integrating data, functions & events

- Interfaces are **Interaction Methods & Mechanisms between Systems**
- Interfaces are either **Data-Driven or Activity-Driven or Event-Driven**
- Interfaces are either **On-Demand Service or Real-Time Propagation or Scheduled Batch**
- Interfaces are built using different **Communication Protocols, Formats & Transports**
- Each Interface has specific **Functional & Non-Functional Characteristics**
- Each Interface has specific **Service Level Agreements (SLAs)**

Interface Catalog: Need for Cataloging Interfaces

Each **application system** in an organization will have *different integration interfaces carrying different data elements across different systems utilizing different protocols & mechanisms* where the integration interfaces & the data that flows through them may be redundant, point-to-point & tightly-coupled leading to **complex & inflexible systems that are difficult to maintain & change**

Lack of interface catalog results in:

- Ineffective or Absence of **Integration Standards Enforcement & Governance**
- Redundant & Tightly-Coupled **Interfaces & Inflexible Application Systems**
- Complex **Web of Interconnections & Interactions between Application Systems**
- Inefficient **Data Flow** between Application Systems & SLA Violations
- Increased **Project Delivery Cycles** due to **Integration Complexities**

Interface Catalog: Purpose of Cataloging Interfaces

To **comprehensively externalize, truly understand, completely & accurately specify** the **Integration Interfaces** & its **Functional & Non-Functional Characteristics** to **maximize cohesiveness & minimize complexity & inflexibility of Applications Systems**

- Remove Redundancy, Reduce Complexity & Improve Flexibility of Application Systems & Integrations
- Increase Data Interoperability, Improve Data Flow Efficiency, Remove Tight-Coupling & Enhance Cohesiveness
- Increase Quality of Integrations by enforcing Governance Standards & Reduce SLA Violations
- Decrease Integration Complexity & Speed-Up Project Delivery Cycles

Data Catalog: Introduction (Recap from Data Catalog Practice Guide)

Data Catalog is an **inventory of data concepts** that are ‘named’ using **business terms**, ‘defined’ from within the **context of a business domain & business purpose** and are agnostic to its **technical implementation** details

- Data Concepts are **Nouns**
- Data Concepts are **Domain-Specific Business Concepts**
- Data Concepts are **Formally Defined** using **Business Vocabulary**
- **Data Definitions** provide **Clear Meaning & Business Context**
- Data Concepts are either **Abstract (Generalized Term)** or **Concrete (Specialized Term)**
- Data Concepts are **Agnostic to Technical Implementations**
- Data Concepts are **Governed by Data Stewards**

Structural Meanings of Data: Introduction

Structural Meanings of Data is an **inventory of data concept specific structural rules** that are constrained by specific **static business rules & technical implementation** approaches, platforms & applications

- Structural Meanings of Data are a set of **Data Concept Specific Structural Rules**
- Structural Rules are **Always True by Definition** for a specific **Data Concept**
- Structural Rules are **Static** where as Content Rules are **Dynamic**
- Structural Meanings of Data are specific to **Application Systems & Integration Interfaces**
- Structural Meanings of Data are **Technical Implementation Specific Data Structures**

Structural Meanings of Data: Need for Cataloging Structural Rules of Data

Each **application & database system** in an organization will have *different functional context, different data models, different software providers, different technology platforms, etc.* that define the structure of data differently using different data types, lengths, formats, relationship cardinality, allowable values, etc. leading to **incompatible structures & imprecise representation of data across systems**

Lack of structural rules catalog results in:

- Inconsistent, Imprecise & Redundant **Structural Representation of Data**
- Invalid **Structural Integrity & Format of Data**
- Erroneous **System Implementation**
- Incorrect **Data Production & Usage**
- Increased **Project Delivery Cycles due to Integration Complexities**
- Increased **Regulatory Compliance Risks**

Structural Meanings of Data: Purpose of Cataloging Structural Rules of Data

To **comprehensively externalize, truly understand, consistently & precisely specify** the **Structural Rules of Data Concepts** to **maximize structural accuracy & minimize interoperability issues** across & within **business & technology systems**

- Improve Understanding of Data Structures & Applicable Static Rules
- Remove Inaccuracy, Inconsistency & Redundancy across Structural Rules Specifications
- Improve Documentation, Control & Standards Enforcement
- Increase Quality of Data by enforcing Structural Rules & Reduce Regulatory Compliance Risks
- Enhance Cross-System Alignment & Improve Interoperability & Compatibility
- Decrease Integration Complexity & Speed-Up Project Delivery Cycles

Data Provenance & Data Usage Map: Introduction

Data Provenance is a map of **data flow** that traces & tracks each data element and its end-to-end movement from ‘System of Origination’ to ‘System of Record’ to ‘System of Reference’ to ‘Systems of Consumers’

- Data Provenance represents **Flow of Each Data Element Between Application Systems**
- Data Provenance captures **Transformation Logic of Each Data Element That Flows Between Application Systems**

Data Usage Map is a map of **internal data flow** within application systems & captures how each data element received through an interface is utilized by consuming application systems

- Data Usage Map represents **Flow of Each Data Element Within Application Systems**
- Data Usage Map captures **System of Consumers Specific Data Utilization Details**

Data Provenance & Data Usage Map: Need for Data Usage Map & Data Provenance

Each **data element** in an organization *originates and flows through different interfaces across different application systems supporting different business processes* where the data gets transformed, changed & used based on different process contexts leading to **changes to business meaning of the data element along the way, misapplication of data element & invisibility into data lifecycle**

Lack of data provenance & data usage map results in:

- Inconsistent & Inaccurate Meaning of Data across Application Systems
- Unclear Ownership of Data
- Invisibility into Who Did What To Data, How Did We Get This Value? etc.
- Incorrect Data Production & Usage
- Erroneous System Implementation
- Increased Project Delivery Cycles due to Complex Data Flows
- Increased Regulatory Compliance Risks

Data Provenance & Data Usage Map: Purpose of Data Usage Map & Data Provenance

To **comprehensively externalize, truly understand, completely & precisely specify** the **Flow of Data Elements** through **Interfaces** across & within **Application Systems** and the corresponding **Data Transformations & Usage Logic** to **maximize right usage of data & minimize misapplication of data** across & within **application systems**

- Improve Understanding of Data Flows and Data Usage Context & Patterns
- Remove Inconsistency & Ambiguity in Business Meanings of Data across Application Systems
- Align Data Production & Usage across Process Contexts across Application Systems
- Provide Visibility into Data Lineage & Reduce Regulatory Compliance Risks
- Improve Data Ownership, Stewardship & Custodianship Practices
- Decrease Data Flow & Transformation Complexity & Speed-Up Project Delivery Cycles

Q&A





A row of antique books with ornate spines and gold tooling. The books are bound in dark leather and feature decorative floral and geometric patterns. The title 'GALLIA CHRISTIANA' and volume numbers 'TOM XI.', 'TOM XII.', 'TOM XIII.', 'TOM XIV.', and 'TOM XV.' are visible on the spines.

2.0 Data Supply Chain Foundational Concepts

Data Supply Chain: Application System

An **Application System** is a software package of **closely-tied, inter-related, inter-dependent & interacting components of domain-specific business and/or technical functions** that are **purpose-built, assembled, configured, deployed, run and managed together as a cohesive whole**

Application System

Functional Structure of Software Components

Modules/Packages: e.g. HR, Finance, Order Management, Loan Origination

Components/Libraries: e.g. Employee Onboarding

Classes/Objects: e.g. Employee Information Management

Methods/Functions: e.g. Create Employee

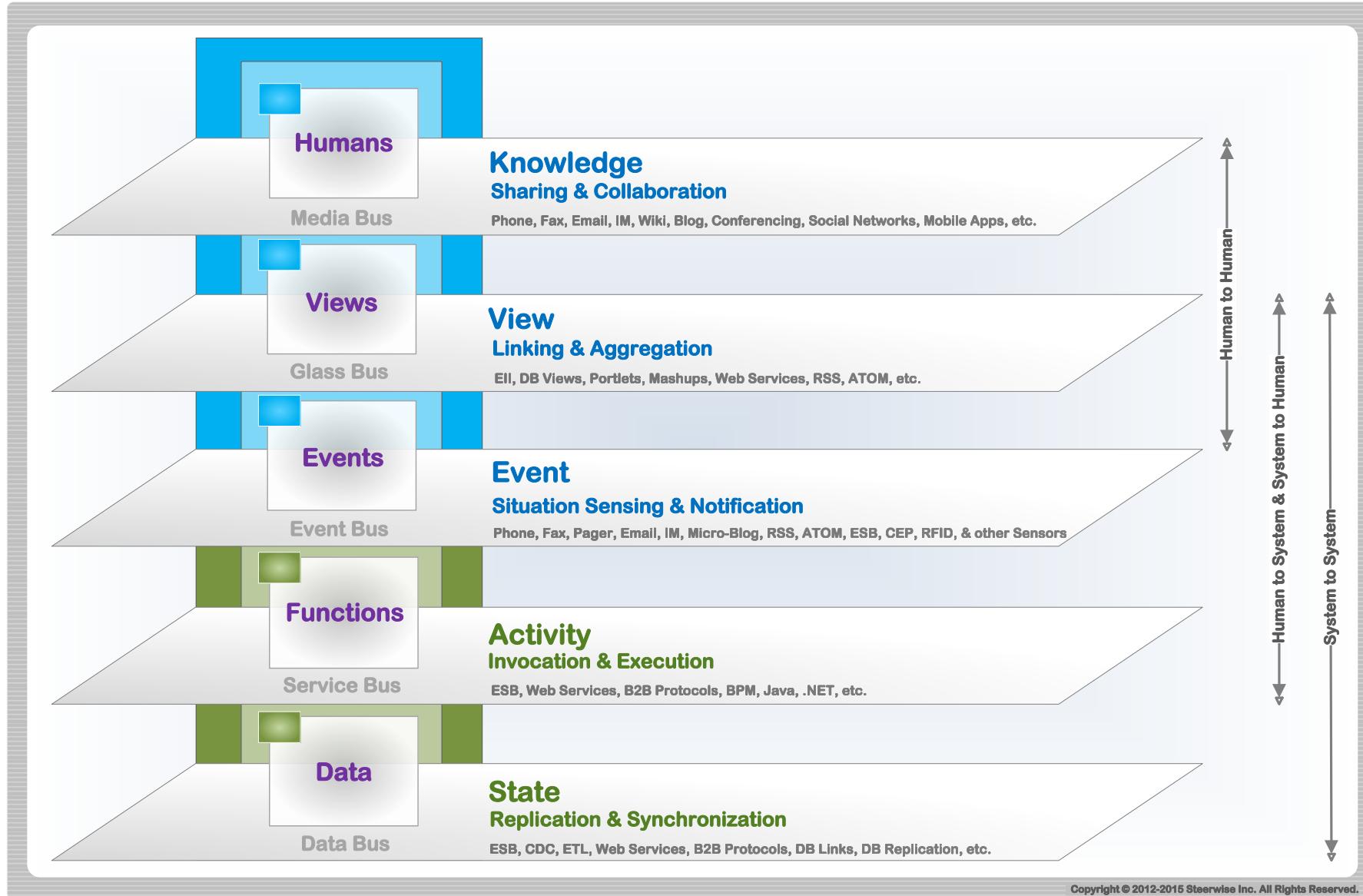
Statements: e.g. Assign Employee Name

Technical Structure of Software Components

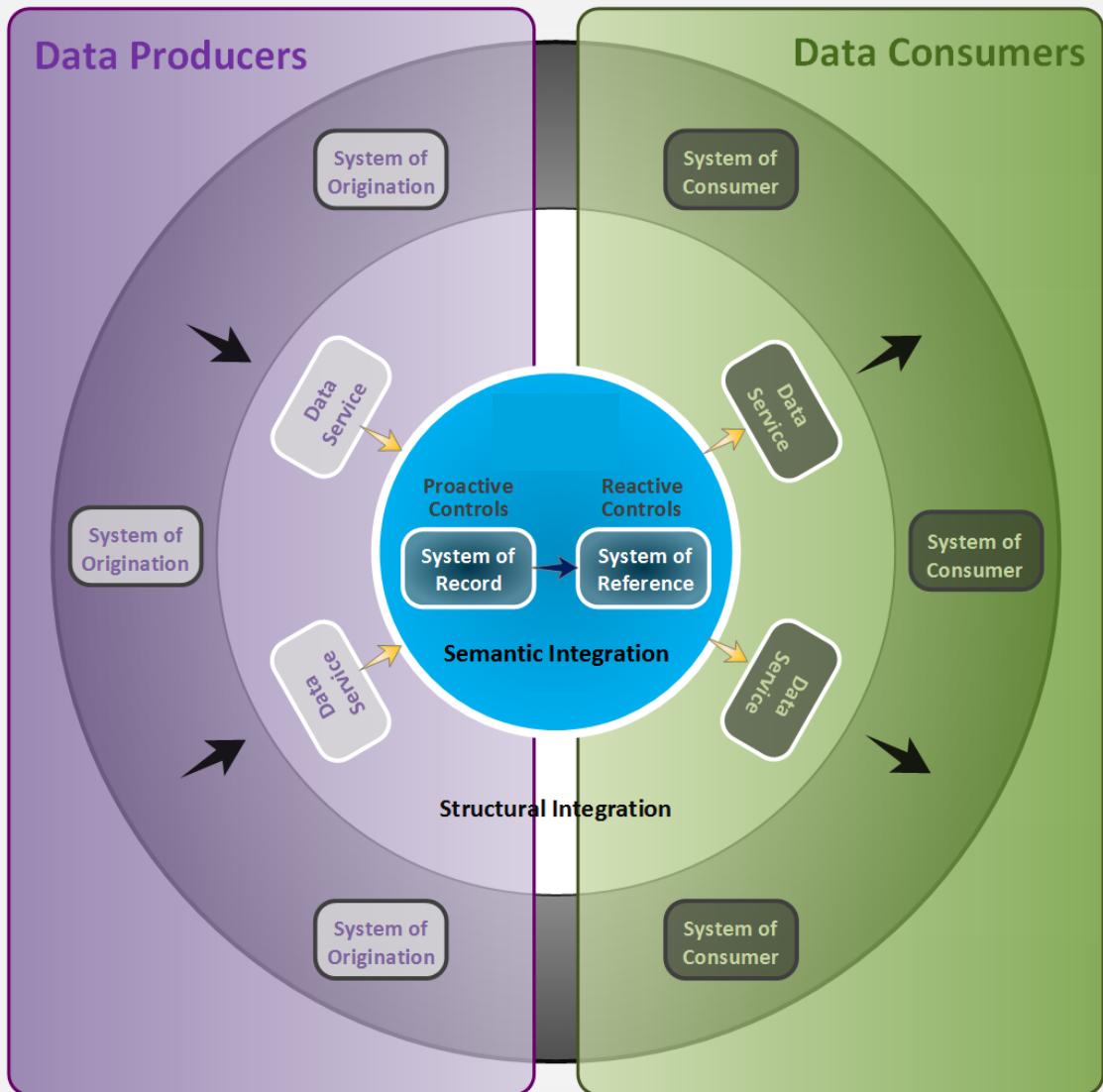
Tiers: Physical Separation (e.g. Database Tier, Business Logic Tier, User Interface Tier)

Layers: Logical Separation (e.g. Data Persistent Layer, Data Access Layer, Business Component Layer, Business Rules Layer, Business Service Layer, Staging Layer, Harmonization Layer, Materialized View Layer)

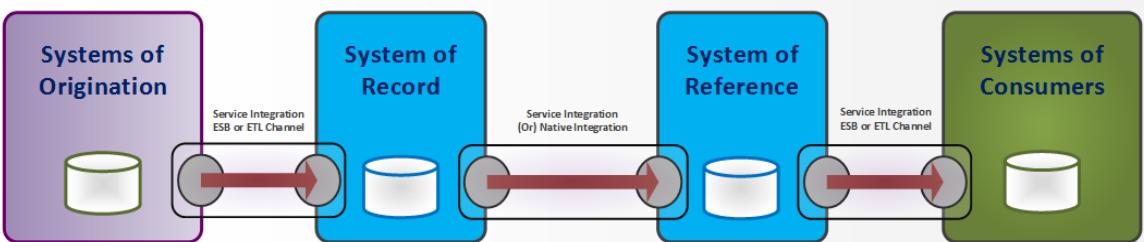
Data Supply Chain: Interaction Fabric



Data Supply Chain: Data Producers & Data Consumers

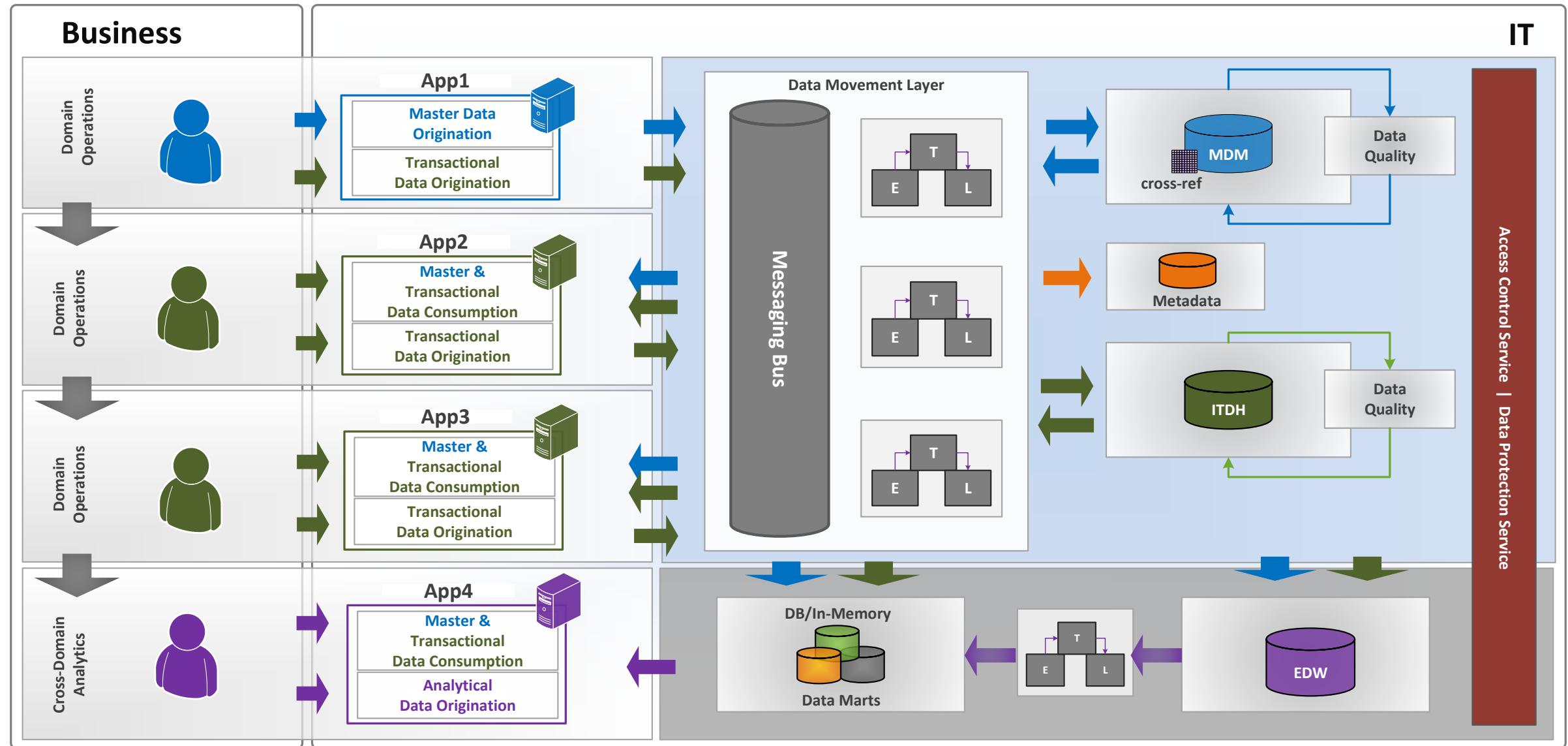


- ❖ **System of Origination** is where the data first gets created or sourced and the quality of the originated data may be poor
- ❖ **System of Record** is where the quality of data is governed through stewardship processes to improve trust



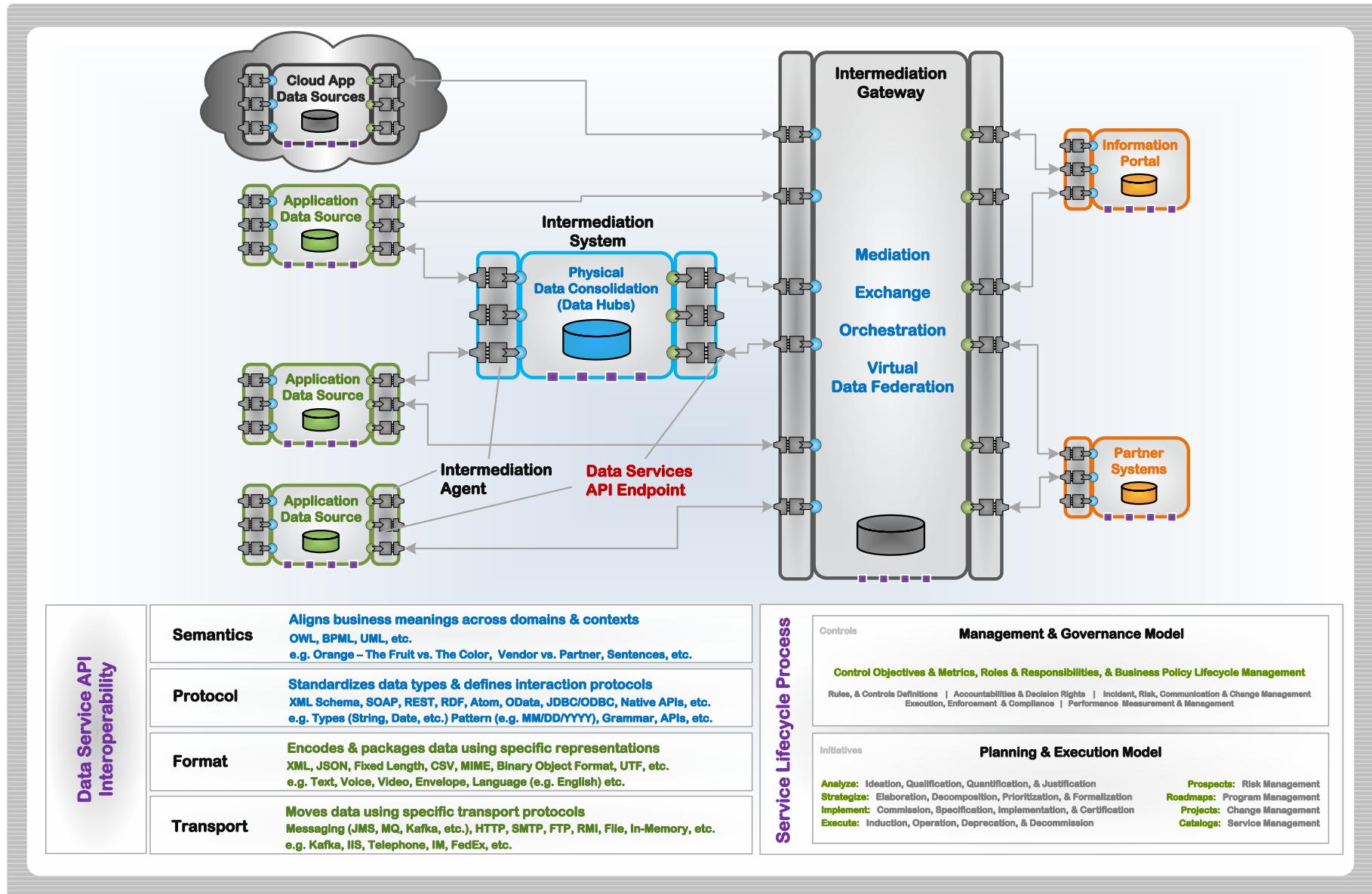
- ❖ **System of Reference** is where the data is hosted with high-availability & appropriate levels of security for consumption
- ❖ **System of Consumers** is where the data gets used within a specific context

Data Supply Chain: Data & Integration Systems Overview

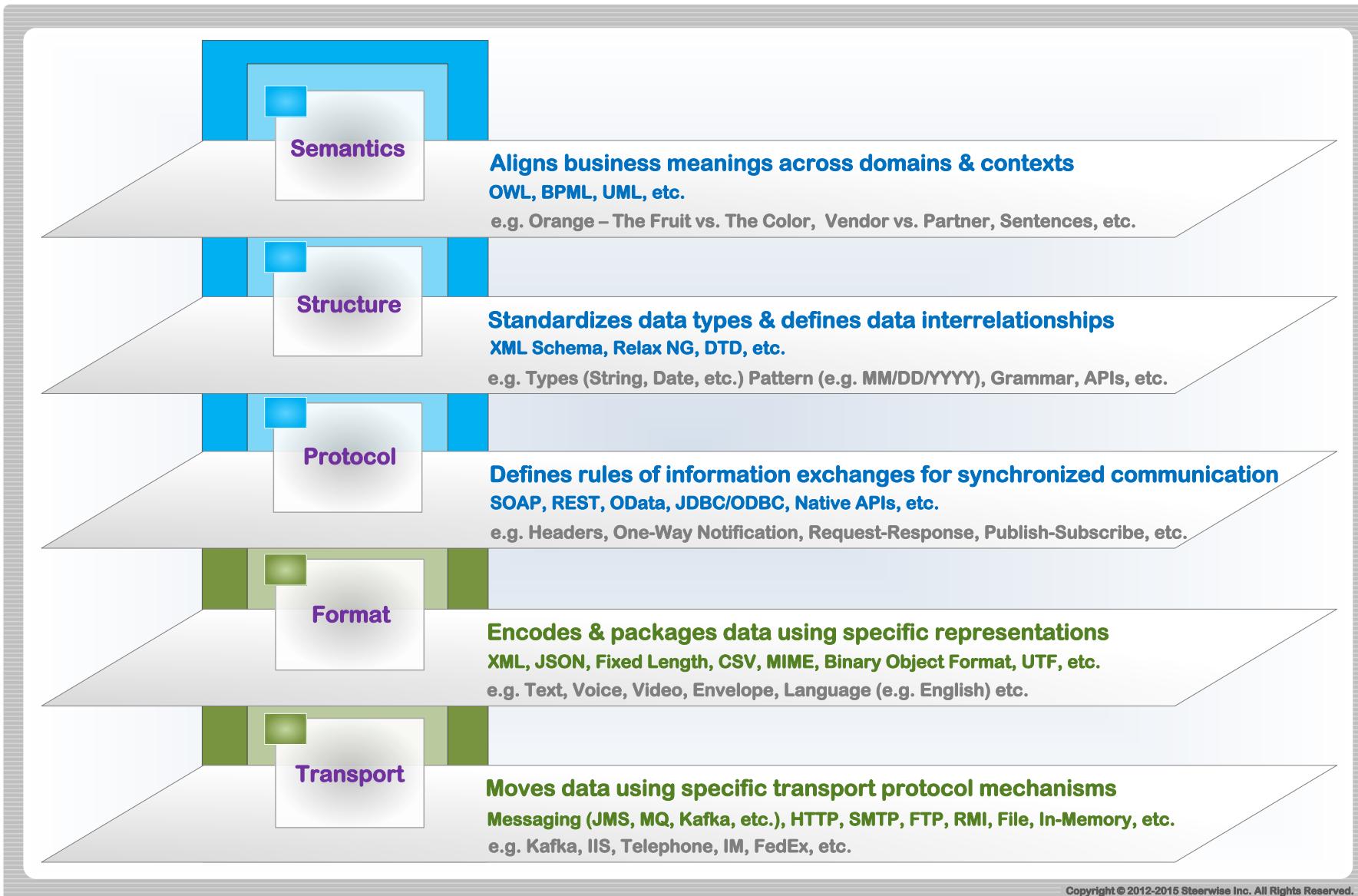


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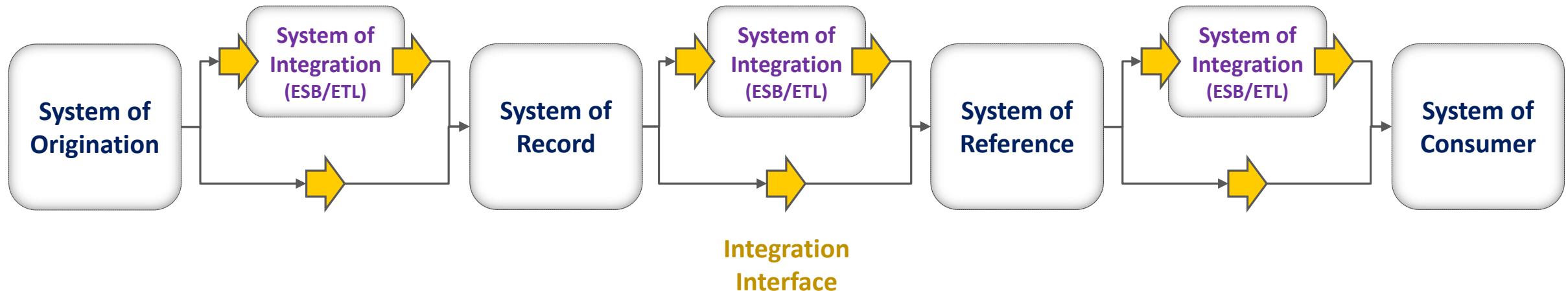
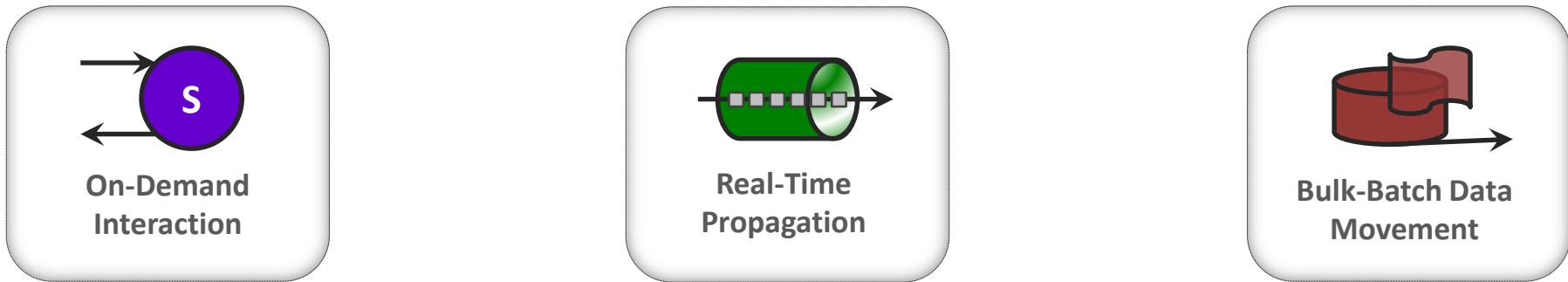
Data Supply Chain: Data Services Lifecycle Management



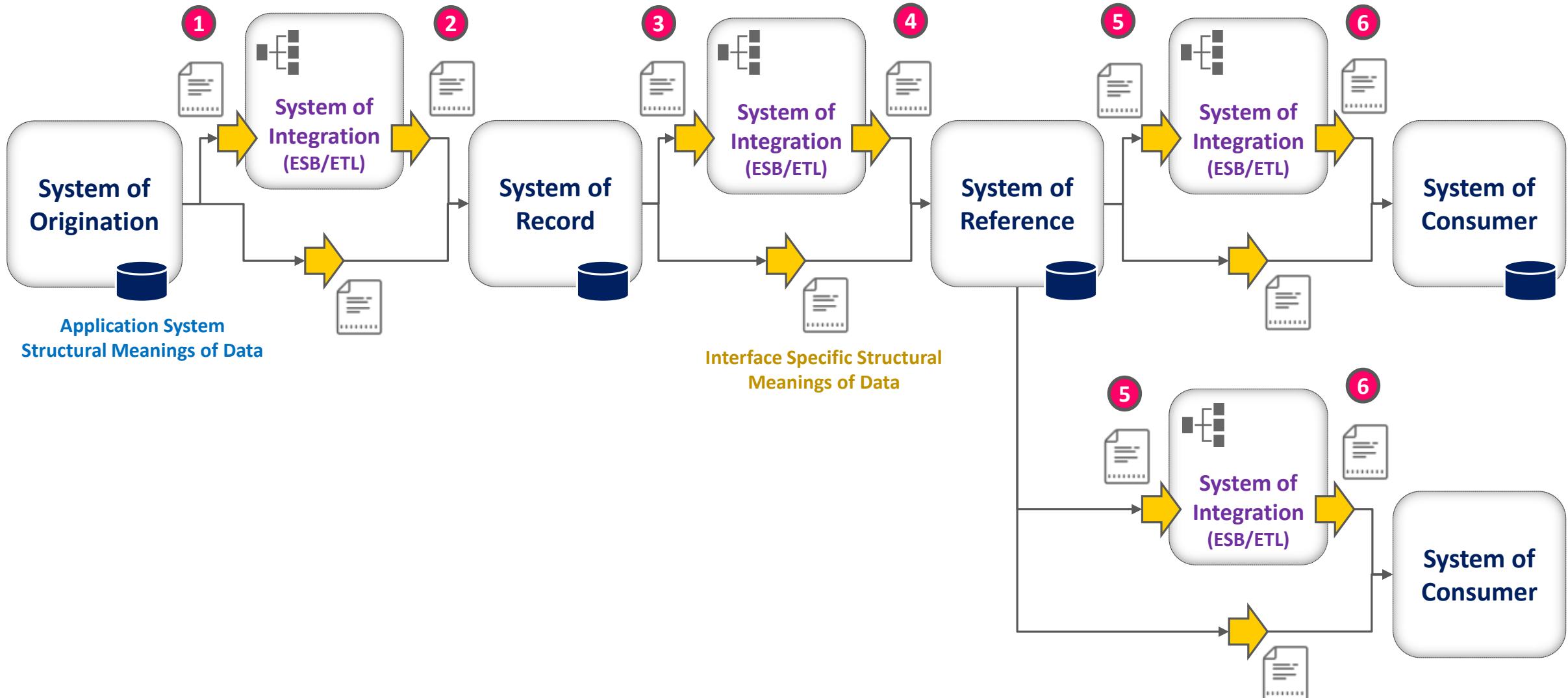
Data Supply Chain: Communication Fabric



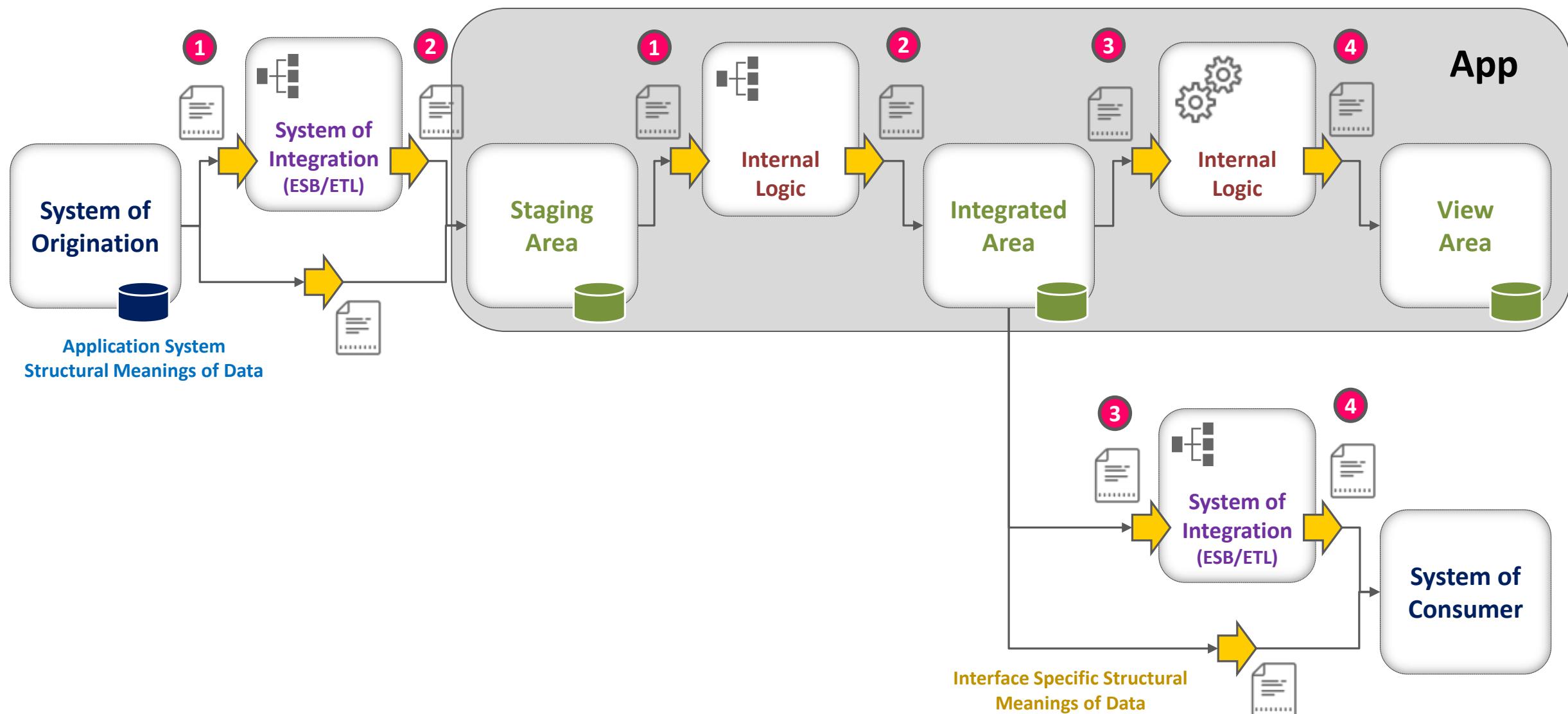
Data Supply Chain: Interaction Patterns & Styles



Data Supply Chain: Structural Meanings of Data & Data Provenance



Data Supply Chain: Data Usage Map



Q&A





3.0 Data Supply Chain Delivery Execution Model

Data Supply Chain: Execution Model of Delivering Data Supply Chain



People: Lean teams of skillful & collaborative individuals focusing on specific areas



Process: Lean-Agile practice of continuous delivery through iterations



Data Supply Chain: Roles & Accountabilities

Each of the Data Supply Chain Workstreams is formed with ‘dedicated & committed’ members playing their respective roles from the corresponding team squads

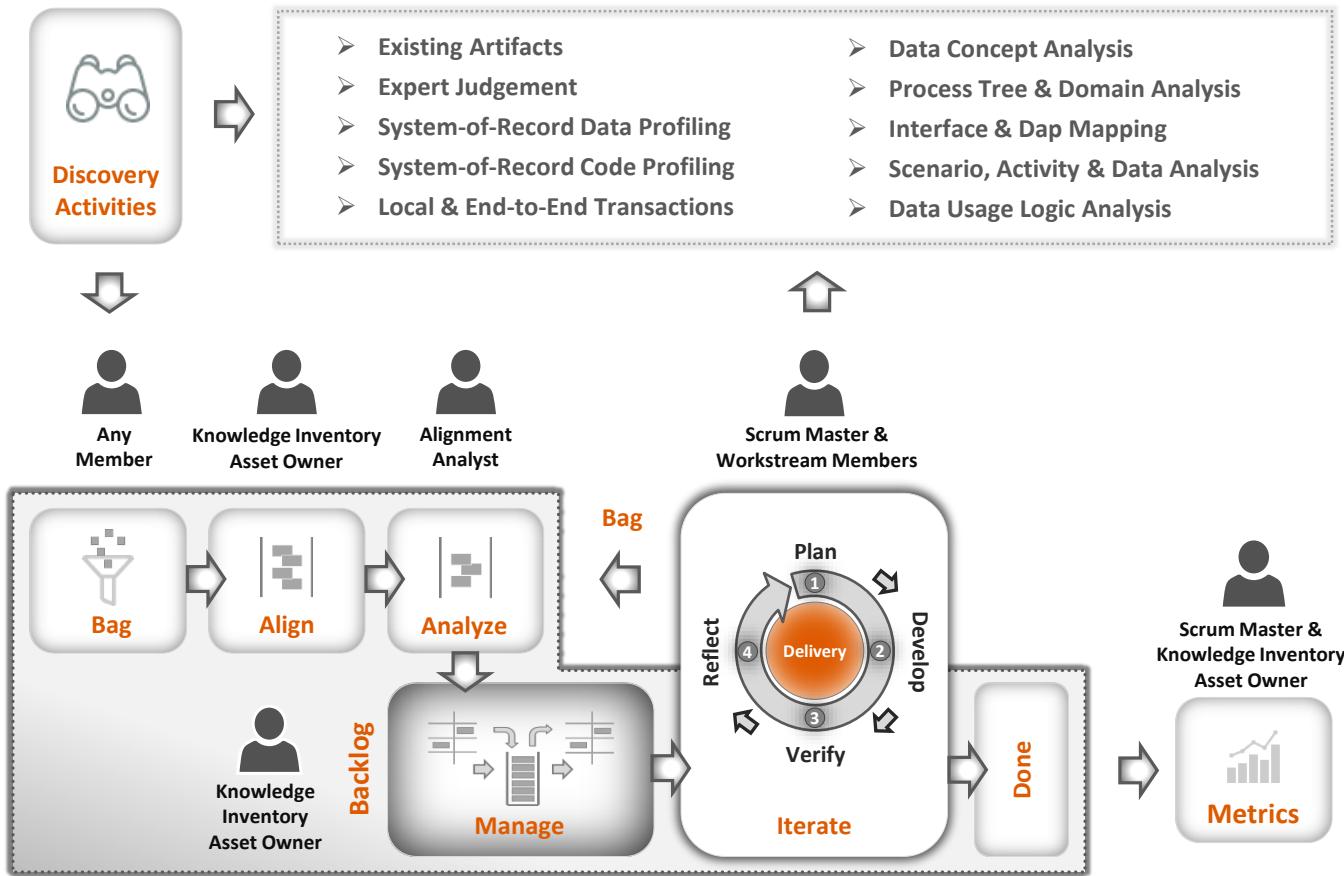
Business Solutions Team			Solution Alignment Team			Data Solutions Team		Technical Solutions Team			Quality Management Team			Execution Management Team								
Core Receivables Domain Business Squad	Shared & Supporting Domain Business Squad	BI/Insight Domain Business Squad	Core Legacy Systems Business Squad	Alfa Systems Business Squad	Impacted Systems Business Squad	BI/Insight Systems Business Squad	Data Analyst Squad	Integration Analyst Squad	Core Legacy Systems Technical Squad	Alfa Systems Technical Squad	Impacted Systems Technical Squad	BI/Insight Systems Technical Squad	Business Content Quality Squad	Technical Content Quality Squad	Problems & Solutions Content Quality Squad	Advisory & Enablement Squad	Project Management Squad	Artifacts Management Squad	Application Systems & Tools Management Squad	Data Management & Governance Squad	Vendor Management Squad	Executive Management Squad
C	C	C	R	C	R	R	C	A, R	R	R	R	R	I	I	I	C	I	I	I	I	I	
Business Expert			Alignment Analyst			Data Analyst		Technical Analyst			Business Inspector			Business, IT & Data Executive								
Business Modeler			Solution Architect			Integration Analyst		Technical Inspector			Data Owner, Steward, Custodian, Engineer & Consultant			Business, IT, Program & Project Manager								

Data Supply Chain: Workstreams, Teams, Roles & Resources

Workstreams	Teams	Roles	Resources Across All Workstreams
1. Upstream & Core Systems Workstream	Business Solutions Team	Business Expert Business Modeler Alignment Analyst	
2. Downstream Systems Workstream	Solution Alignment Team	Solution Architect	Full-Time
3. BI/Insight Systems Workstream	Data Solutions Team	Data Analyst Integration Analyst	Full-Time
4. Alfa Systems Workstream	Technical Solutions Team	Technical Analyst	Full-Time
	Quality Management Team	Business Inspector Technical Inspector Business Executive IT Executive Data Executive	2 Full-Time
	Execution Management Team	Business Manager Technical Manager Program Manager Project Manager System Engineer Data Owner Data Steward Data Custodian Business Technology Consultant	X X X X

Data Supply Chain: Process of Cataloging Knowledge Inventory Assets

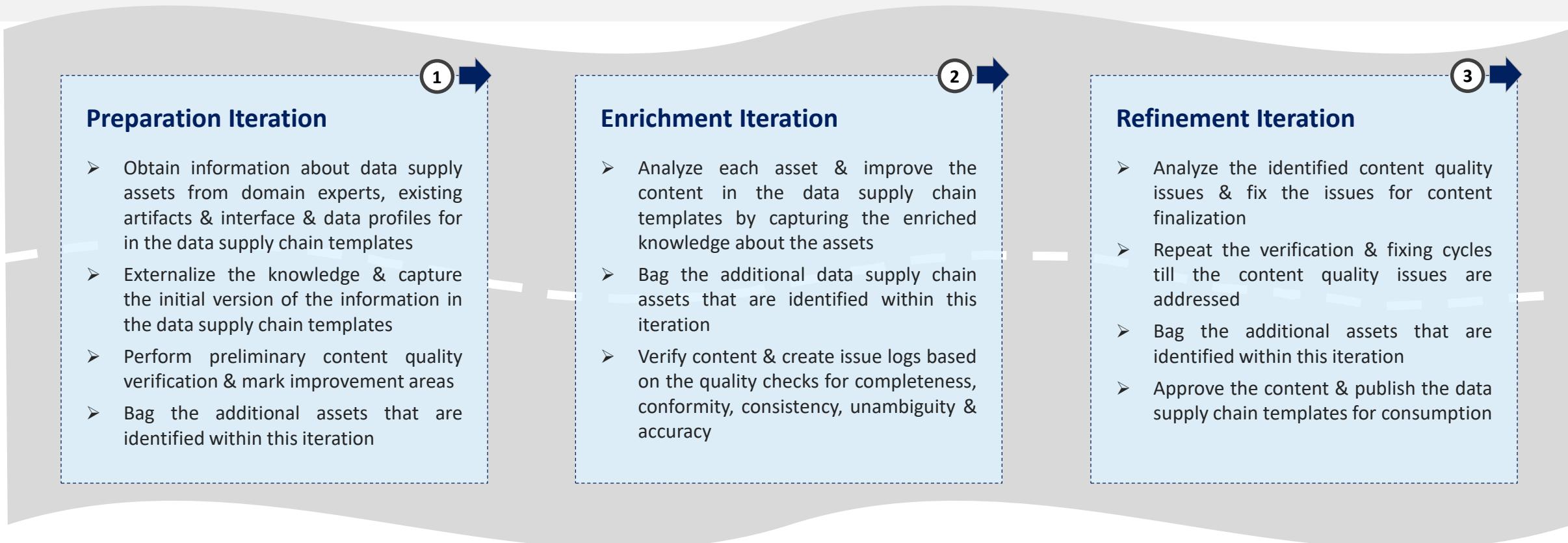
The approach is to **continuously deliver high quality knowledge inventory assets faster** through **iterations** while **eliminating waste & improving the overall delivery capabilities** by employing **lean-agile methods**



- ❖ **Bag:** Identify & bag the relevant knowledge inventory work items using various discovery activities
- ❖ **Align:** Confirm the knowledge inventory work items to be cataloged align with the functional scope
- ❖ **Analyze:** Categorize each knowledge inventory work items & perform high-level effort estimation
- ❖ **Manage:** Refine & prioritize work items for each of the workstreams by managing a prioritized backlog
- ❖ **Plan:** Estimate effort, plan iteration release & create 'committed work items backlog' based on team velocity
- ❖ **Develop:** Analyze, describe & define each knowledge inventory asset & bag newly identified work items
- ❖ **Verify:** Check the quality of content, fix the issues (or) queue it back into the prioritized backlog
- ❖ **Reflect:** Capture & learn 'what went well' & 'what requires improvement' in the upcoming iterations

Data Supply Chain: Iterations of Cataloging Technical Assets

Data Supply Chain **iteration** lasts for a week with maximum of 3 iterations for a set of Functional or IT footprint increment



*Iterations must focus on capturing **foundational information items** in the data supply chain templates **first** and a **subsequent increment** can be created to capture the **augmentative information items** of the data supply chain templates as resource capacity becomes available

Q&A





4.0 Data Supply Chain Template Instructions



A row of antique books with dark, textured spines featuring intricate gold-tooled decorations, including floral motifs and raised bands. The books are arranged horizontally across the frame.

4.1 Application Catalog Template Instructions

Application Catalog: Template Instructions

Information Item:	Application System ID *		Optionality:	Required
Description:	Application System ID is an unique id assigned for each Application System or its Components for identification purposes			
Guidelines:	<p>Assign an unique id for the Application System or its Nth level component that is being cataloged using the following format</p> <p>AP-NNNNNNNN</p> <p>AP: Prefix to all Application IDs in the Application Catalog</p> <p>NNNNNNNN: 8 digit whole number starting from 00000001, providing 10000000 possible applications to be defined</p> <p>e.g. AP-00000001</p>			
Responsible Team:	Solution Alignment Team		Responsible Role:	Alignment Analyst
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Application System Code *		Optionality:	Required
Description:	Application System Code is a 3 letter code assigned to an Application System			
Guidelines:	Specify an unique 3 letter code to represent an Application System & all of its components within an Organization For Integration Applications, the 3 letter code must represent the platform it is deployed on. All the Integration Applications deployed on a given platform must have the same 3 letter code e.g. 'SHW' for 'Shaw' Application System & its components such as 'Staging Layer', 'Integrated Layer' & 'Online' 'TIB' for all TIBCO Integration Applications 'MFT' for all MFT Integration Applications 'INF' for all Informatica Integration Applications			
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Application System Name *		Optionality:	Required
Description:	<p>Application System Name is an unique name that is fully expanded and represents the business and/or technical functions that the application provides to the organization</p>			
Guidelines:	<p>'Application System Name' must reflect the business and/or technical functions provided by the Application System</p> <p>Application System Names must use full words where each word must start with an uppercase letter and must not use abbreviations or acronyms. If an acronym exists for the application system, specify that at the end enclosed within brackets</p> <p>e.g. 'Strategy Management Generation 3 (SMG3)' 'Business Solutions Information System (BSIS)'</p> <p>For Integration Applications, the Application System Names must be reflective of the Data being exchanged and provides clear intent of interaction between the interacting Systems</p> <p>Integration Application Name must be a Noun followed by a Verb</p> <p>Few sample verbs are listed below: Extract, Load, Update, Merge, Transfer, Transform, Move, Receive, Send, Integrate, Mediate, Process, Publish, Subscribe</p> <p>e.g. iRepo Asset Recovery Details Publish HSBC Retail Morning Remittance File Transfer</p>			
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Application System Component Name +			Optionality:	Optional
Description:	<p>Application System Component Name is the fully expanded name of a Component or Sub Component that exists within an Application System</p>				
Guidelines:	<p>Application System Components can be logical or physical units that provide a business and/or technical function</p> <p>Application System Component Name must be the name of the Component as structured/referred to within the Application System</p> <p>Application System Component Name must be populated only when a Component or a Sub Component is cataloged otherwise it should be left blank</p> <p>e.g.</p> <ul style="list-style-type: none"> ‘Staging Layer’ is a Component of the Application System ‘Operational Data Store’ ‘Collections Decision Platform’ is a Component of the Application System ‘Strategy Management Generation 3 (SMG3)’ ‘Integrated Data Layer’ is a Component of the Application System ‘Shaw’ ‘LexisNexis Bankruptcy File Adapter’ is a Component of the Application System ‘LexisNexis Bankruptcy Files Integration’ 				
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst		
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:	No

Application Catalog: Template Instructions

Information Item:	Application System Platform Names +			Optionality:	Optional
Description:	Application System Platform Name is the name of the technical platform on which the Application System or the Component is hosted				
Guidelines:	<p>Specify the name of the technical platform on which the Application System or the Component is deployed and running on</p> <p>If the Application System or the Component is hosted on more than one platform, then capture all those platform names as a list separated by commas</p> <p>e.g.</p> <ul style="list-style-type: none"> ‘Salesforce’ for the RMS Application deployed on the Salesforce platform ‘Mainframe’ for the RMS Application deployed on the legacy Mainframe ‘TIBCO Business Works’ for Integration Application deployed on TIBCO Business Works platform ‘Informatica PowerCenter’ for Integration Application deployed on Informatica PowerCenter platform ‘IBM Sterling’ for Integration Application deployed on IBM Sterling platform 				
Responsible Team:	Technical Solutions Team		Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:	No

Application Catalog: Template Instructions

Information Item:	Application System Deployment Unit Names +			Optionality:	Optional
Description:	<p>Application System Deployment Unit Name is the technical name of the deployable package that the Application System is bundled into for the purpose of deployment</p>				
Guidelines:	<p>Application System Deployment Unit Name is applicable and required only for the applications that are developed in-house and are deployed on supported platforms</p> <p>If a Component or Sub Component is being captured, then the Deployment Unit Name of the Component or Sub Component must be documented</p> <p>If the Application System comprises of several building blocks or is built on Polyglot technology, then capture deployment unit names for all its building blocks as a list separated by commas</p> <p>e.g.</p> <ul style="list-style-type: none"> 'TFSUCM_INSIGHT_CustPubs' for the Application System archive named TFSUCM_INSIGHT_CustPubs.ear 'wf_IR_RET_ACCNT_UPLOAD' for the Informatica workflow named wf_IR_RET_ACCNT_UPLOAD 'TFS_MFT_ETL_VMS_HOST_PAYMENT_FILE_EVENT' for the MFT event named TFS_MFT_ETL_VMS_HOST_PAYMENT_FILE_EVENT 				
Responsible Team:	Technical Solutions Team		Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:	No

Application Catalog: Template Instructions

Information Item:	Application System Description *		Optionality:	Required
Description:	<p>Application System Description is a set of descriptive phrases that provide the meaning of what the Application System or Component does in the Organization</p>			
Guidelines:	<p>Specify the description of the Application System or Component in the domains of interest using a set of descriptive phrases that are concise, meaningful & unambiguous</p> <p>The descriptive phrases must answer the question of 'What does this Application System or Component mean to the Business?'</p> <p>The Application System Description must be precise and comprehensive where extraneous qualifying phrases must be avoided</p> <p>To remove ambiguity avoid using adjectives, adverbs & verbs that don't have a concrete or quantitative meaning</p> <p>The Application System Description must not simply be restating the words of the name in a different order</p> <p>The Application System Description must state what the Application System or Component is, not what it is not</p> <p>The Application System Description phrases must use consistent terminology (i.e. use Data Domain Names, Data Concept Names that are already identified or defined)</p>			
Responsible Team:	Solution Alignment Team		Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	As-Is Existence Status *		Optionality:	Required
Description:	As-Is Existence Status is the lifecycle state of the Application System that specifies its existence & usage situation in the As-Is System			
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Does Not Exist 2. Existing In Use 3. Existing Not In Use 4. Dead <p>Does Not Exist: This Application System or Component does not exist in an As-Is System Existing In Use: This Application System or Component exists and is in use in an As-Is System Existing Not In Use: This Application System or Component exists and is not in use in an As-Is System Dead: This Application System or Component is retired and to be removed in an As-Is System</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	To-Be Existence Status *	Optionality:	Required
Description:	To-Be Existence Status is a lifecycle state of the Application System that specifies its existence & usage situation in the To-Be System		
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Brand New 2. No Change 3. Change 4. To Be Removed <p>Brand New: This Application System or Component does not exist in As-Is and is 'Brand New' in the To-Be No Change: This Application System or Component exists in an As-Is and is not changed in the To-Be Change: This Application System or Component exists in an As-Is and is changed in the To-Be To Be Removed: This Application System or Component is retired in an As-Is and is to be removed in the To-Be</p>		
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst
Induction Item:	No	Foundation Item:	Yes
			Augmentation Item:
			No

Application Catalog: Template Instructions

Information Item:	Application Vendor Type *		Optionality:	Required	
Description:	Application Vendor Type is the type of Application Software model provided by the Vendor for the Application System				
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Software as a Service (SaaS) 2. Application Service Provider (ASP) 3. Configured Commercial Off-The-Shelf (Configured COTS) 4. Custom Application 5. Customized Commercial Off-The-Shelf (Customized COTS) 6. Unknown-Partner Specific <p>Software as a Service (SaaS): Application is owned, delivered and managed remotely by one or more providers. The provider delivers it based on one set of common code and data definitions that is consumed in a one-to-many model by all contracted customers at any time on a pay-for-use basis or as a subscription based on use metrics</p> <p>Application Service Provider (ASP): Application functionality and associated services is delivered across a network to multiple customers using a rental or usage-based transaction-pricing model</p> <p>Configured Commercial Off-The-Shelf: The Application System that is available in the market is purchased and used with some configuration setup</p> <p>Custom Application: Application that is built in-house or is completely custom built by the vendor</p> <p>Customized Commercial Off-The-Shelf: The Application System that is available in the market is purchased and made usable by customizing it for the Enterprise</p> <p>Unknown-Partner Specific: The partner Application information is not known</p>				
Responsible Team:	Technical Solutions Team		Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:	No

Application Catalog: Template Instructions

Information Item:	Application Deployment Type *		Optionality:	Required
Description:	Application Deployment Type defines the Infrastructure Model used by the Application			
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Public Cloud 2. Private Cloud 3. Hybrid Cloud 4. On-Premise Cloud 5. Traditional On-Premise 6. Unknown-Partner Specific <p>Public Cloud: Cloud Deployment where Cloud resources are owned and operated by a third party Cloud Service Provider Private Cloud: Cloud Deployment where Infrastructure maintained on a private network using dedicated hardware and software Hybrid Cloud: Cloud Deployment where Application can be moved between private and public cloud for greater flexibility On-Premise Cloud: Cloud Deployment where hardware related to Cloud Services are located on-site Traditional On-Premise: All the associated infrastructure is located on-site Unknown-Partner Specific: Deployment Type information is not known. Use this option for external Application Systems</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Application Functional Type *		Optionality:	Required
Description:	Application Functional Type is a classification of the Application System or Component based on the Functionalities implemented by the System.			
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Master Data Management 2. Operational Data Store 3. Transactional Data Management 4. Enterprise Data Warehouse 5. Metadata Management 6. Workflow Management 7. Business Intelligence & Reporting 8. Data Insights & Visualization 9. Advanced Analytics 10. Case Management 11. Document Management 12. Content Management 13. Customer & User Experience Management 14. Integration Application 15. Partner Specific 			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Reference Documents +	Optionality:	Optional
Description:	<p>Reference Documents is a list of documents that may provide detailed background information related to the Application System or Component</p>		
Guidelines:	<p>Enlist comprehensive set of documents that will provide details about the Application System or Component specifically functional requirements, technical, requirements, business context, real-world usage, regulatory compliance policies, internal operational procedures, etc.</p> <p>Specify the list of URLs/folder locations that point to relevant documents from a document repository</p>		
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Application Catalog: Template Instructions

Information Item:	Application System Business Group *	Optionality:	Required
Description:	<p>Application System Business Group is the name of the Business vertical that the Application System or Component is managed by and/or catering to</p>		
Guidelines:	<p>Specify the Business vertical the Application System or Component is managed by and/or catering to</p> <p>Use 'Unknown-Partner Specific' as the value in case of Partner applications that are not managed by any of the TFS Business Groups and the ownership is unknown</p>		
Responsible Team:	Execution Management Team	Responsible Role:	Business Manager
Induction Item:	No	Foundation Item:	No
			Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Application System Business Owner *			Optionality:	Required
Description:	<p>Application System Business Owner identifies the primary stakeholder who is accountable for overall business performance of the Application System or Component</p>				
Guidelines:	<p>Specify the name of the stakeholder who is accountable for overall health, quality, security, privacy, compliance & business returns of the Application System or Component</p> <p>Application System Business Owner is accountable & responsible for risk analysis, strategic plans, business requirements & business performance of the Application System or Component</p> <p>Use 'Unknown-Partner Specific' as the value in case of Partner applications which are not managed by any of the TFS business groups and the ownership is unknown</p>				
Responsible Team:	Execution Management Team		Responsible Role:	Business Manager	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Application Catalog: Template Instructions

Information Item:	Application System IT Group *		Optionality:	Required
Description:	Application System IT Group is the name of the IT vertical that manages or owns the Application System			
Guidelines:	Specify the IT vertical the Application System or Component is managed by and/or belongs to Use 'Unknown-Partner Specific' as the value in case of Partner applications which are not managed by any of the TFS IT groups and the ownership is unknown			
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Application System IT Owner *		Optionality:	Required
Description:	<p>Application System IT Owner identifies the primary stakeholder who is accountable for overall technical support and management functions for the Application System</p>			
Guidelines:	<p>Specify the name of the stakeholder who is accountable for Application System's overall health, quality, security, technical support and delivery</p> <p>Use 'Unknown-Partner Specific' as the value in case of Partner applications which are not managed by any TFS groups and the ownership is unknown</p>			
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager	
Induction Item:	No	Foundation Item:	No	Augmentation Item: Yes

Application Catalog: Template Instructions

Information Item:	Application System Support Vendor Name *		Optionality:	Required
Description:	<p>Application System Support Vendor Name identifies the vendor who is managing, maintaining & supporting the application system from the day-to-day operations perspective</p>			
Guidelines:	Specify the name of the vendor who is providing management, maintenance & support services for the Application System			
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	Application System SMEs *		Optionality:	Required
Description:	<p>Application System SME identifies the subject matter experts who can provide Application System or component specific functional and technical insights</p>			
Guidelines:	<p>Enlist the names of the stakeholders who possess deeper knowledge of the Application System or Component and provide System specific insights and assistance</p> <p>Application System SME names must be captured in full</p>			
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Application Catalog: Template Instructions

Information Item:	JIRA Key *	Optionality:	Required
Description:	JIRA Key identifies the JIRA Work Item unique ID for the corresponding Work Item in the template		
Guidelines:	<p>JIRA will be leveraged to track the progress of the Work Items, plan commitments and reviews</p> <p>When a Work Item is moved from Funneled Bag to Prioritized Backlog, the JIRA Work Item is created within the corresponding JIRA project. For Application Catalog, the Work Item is created in the Application Catalog Project within JIRA</p> <p>Once the JIRA Work Item is created, the JIRA Key is copied from JIRA into the JIRA Key Information Item within the template</p> <p>e.g. APPCAT-1</p> <p>Use the following structure to populate the Work Item Summary field within JIRA</p> <p>"ID: Application Name (Application System Component Name)"</p> <p>e.g. AP-00700001: Western Union AP-00000001: Shaw AP-00000002: Shaw (Staging Layer)</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
	Foundation Item:	Augmentation Item:	No

Application Catalog: Template Instructions

Information Item:	Progress Status *	Optionality:	Required																																							
Description:	Progress Status indicates the current status of the Work Item																																									
Guidelines:	<p>Choose the appropriate Progress Status from the following options:</p> <table> <tbody> <tr><td>Induction Increment Initiated</td><td>Foundation Increment Initiated</td><td>Augmentation Increment Initiated</td></tr> <tr><td>Induction Increment In Progress</td><td>Foundation Preparation In Progress</td><td>Augmentation Preparation In Progress</td></tr> <tr><td>Induction Increment Complete</td><td>Foundation Preparation Complete</td><td>Augmentation Preparation Complete</td></tr> <tr><td></td><td>Foundation Enrichment Initiated</td><td>Augmentation Enrichment Initiated</td></tr> <tr><td></td><td>Foundation Enrichment In Progress</td><td>Augmentation Enrichment In Progress</td></tr> <tr><td></td><td>Foundation Enrichment Ready for QM</td><td>Augmentation Enrichment Ready for QM</td></tr> <tr><td></td><td>Foundation Enrichment Review In Progress</td><td>Augmentation Enrichment Review In Progress</td></tr> <tr><td></td><td>Foundation Enrichment Complete</td><td>Augmentation Enrichment Complete</td></tr> <tr><td></td><td>Foundation Refinement Initiated</td><td>Augmentation Refinement Initiated</td></tr> <tr><td></td><td>Foundation Refinement In Progress</td><td>Augmentation Refinement In Progress</td></tr> <tr><td></td><td>Foundation Refinement Ready for QM</td><td>Augmentation Refinement Ready for QM</td></tr> <tr><td></td><td>Foundation Refinement Review In Progress</td><td>Augmentation Refinement Review In Progress</td></tr> <tr><td></td><td>Foundation Increment Approved</td><td>Augmentation Increment Approved</td></tr> </tbody> </table> <p>The description of each Progress Status is provided in the Execution Process document (01-02-SteerwiseSemanticAnalysis-ExecutionProcess.pdf)</p> <p>Once the Work Item is created in JIRA & the JIRA key for the Work Item is populated in the template, the Progress Status of the Work Item can be automatically synced from JIRA by clicking on the "Sync Jira Work Item Status" action button as & when it is available within the template</p>			Induction Increment Initiated	Foundation Increment Initiated	Augmentation Increment Initiated	Induction Increment In Progress	Foundation Preparation In Progress	Augmentation Preparation In Progress	Induction Increment Complete	Foundation Preparation Complete	Augmentation Preparation Complete		Foundation Enrichment Initiated	Augmentation Enrichment Initiated		Foundation Enrichment In Progress	Augmentation Enrichment In Progress		Foundation Enrichment Ready for QM	Augmentation Enrichment Ready for QM		Foundation Enrichment Review In Progress	Augmentation Enrichment Review In Progress		Foundation Enrichment Complete	Augmentation Enrichment Complete		Foundation Refinement Initiated	Augmentation Refinement Initiated		Foundation Refinement In Progress	Augmentation Refinement In Progress		Foundation Refinement Ready for QM	Augmentation Refinement Ready for QM		Foundation Refinement Review In Progress	Augmentation Refinement Review In Progress		Foundation Increment Approved	Augmentation Increment Approved
Induction Increment Initiated	Foundation Increment Initiated	Augmentation Increment Initiated																																								
Induction Increment In Progress	Foundation Preparation In Progress	Augmentation Preparation In Progress																																								
Induction Increment Complete	Foundation Preparation Complete	Augmentation Preparation Complete																																								
	Foundation Enrichment Initiated	Augmentation Enrichment Initiated																																								
	Foundation Enrichment In Progress	Augmentation Enrichment In Progress																																								
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	Foundation Increment Approved	Augmentation Increment Approved																																								
Responsible Team:	Execution Management Team	Responsible Role:	Project Manager																																							
Induction Item:	Yes	Foundation Item:	No																																							
			Augmentation Item:	No																																						

Q&A



A row of antique books from the 'GALLIA CHRISTIANA' series. The books are bound in dark leather with gold-tooled decorations. The spines feature large, raised bands and intricate floral patterns. The title 'GALLIA CHRISTIANA' is printed in gold letters on the upper half of each spine, and the volume number ('TOM XI.', 'TOM XII.', 'TOM XIII.', 'TOM XIV.', 'TOM XV.') is printed in gold letters on the lower half. A white ribbon is tied around the top of the row.

4.2 Interface Catalog Template Instructions

Interface Catalog: Template Instructions

Information Item:	Interface ID *	Optionality:	Required
Description:	Interface ID is an unique id assigned for each Interface for identification purposes		
Guidelines:	<p>Assign an unique id for each 'Interface' using the following format:</p> <p>IC-NNNNNNNN</p> <p>IC: Prefix to all Interface IDs in the Interface Catalog</p> <p>NNNNNNNN: 8 digit whole number starting from 00000001 providing 100000000 possible Interfaces to be defined</p> <p>e.g. IC-00000001</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	Yes	Foundation Item:	No
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Interface Version ID *	Optionality:	Required
Description:	<p>Interface Version ID is a decimal-based versioning scheme for each Interface that can be used to track the evolution of the Interface</p>		
Guidelines:	<p>Assign an unique version for each implementation of the 'Interface' using the following format: X.Y</p> <p>X: Numeric representation of the Major Version number of the Interface. Start with 1. Major version number must be incremented when the new version of the interface will break the existing behavior. For real time services a change in the Namespace must result in a new Major version number.</p> <p>Y: Numeric representation of the Minor Version number of the Interface. Starts with 0. Minor version number must be incremented when additional behavior (and hence structure) is introduced into the interface that are forward and backward compatible.</p> <p>Y must be reset to 0 if X is incremented</p> <p>When a new Interface is enhanced to a higher version and a prior version is retired, the As-Is Existence Status is updated for the prior version of the Interface. The new Version ID will still use the same Interface ID to identify the Interface</p> <p>Multiple versions of an Interface may be actively supported using various strategies to ensure forward and backward compatibility</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	Yes	Foundation Item:	No
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Original Interface ID +	Optionality:	Optional
Description:	<p>Original Interface ID is the id that is being used in the As-Is System to identify this Interface</p>		
Guidelines:	<p>Document the id with which the 'Interface' is identified as, in the As-Is System</p> <p>There is no specified format as that information is part of the As-Is naming convention followed by different teams</p> <p>Specify N/A if there no Original Interface ID for an existing interface</p> <p>Specify N/A for new Interfaces that are yet to be built</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Original Interface Version ID +		Optionality:	Optional
Description:	Original Interface Version ID is the version number of the As-Is Interface that is documented as the 'Original Interface ID'			
Guidelines:	<p>For interfaces that already exist in As-Is System, document the native version id of the Interface</p> <p>For all To-Be Interfaces, the value should be left blank</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	To-Be to As-Is Interface ID Links +	Optionality:	Optional
Description:	To-Be to As-Is Interface ID Links is a list of As-Is Interface IDs that are getting replaced by this To-Be Interface		
Guidelines:	<p>Identify the list of Interfaces that are getting replaced by the Interface that is documented and list their IDs</p> <p>e.g. IC-000014500</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Interface Name *	Optionality:	Required
Description:	<p>Interface Name is an unique, business-friendly name that is used to identify & define an Interface</p>		
Guidelines:	<p>'Interface Name' must be an unique name for the Interface representing the function of the Interface</p> <p>The 'Interface Name' must be reflective of the Data being exchanged & provide clear intent of interaction between the interacting Systems</p> <p>The 'Interface Name' must use full words where each word must start with an uppercase letter</p> <p>The 'Interface Name' must be a Noun followed by a Verb</p> <p>Few sample verbs are listed below: Extract, Load, Update, Merge, Transfer, Transform, Move, Receive, Send, Integrate, Mediate, Process, Publish, Subscribe</p> <p>e.g. 'Block List Retail File Transfer' 'Charge Off Status File Transform' 'ACH Citi Bank File Receive' 'DMS Deficiency Letter Data File Extract'</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	Yes	Foundation Item:	No
Augmentation Item:	No		

Interface Catalog: Template Instructions

Information Item:	Interface Interaction Pattern *		Optionality:	Required
Description:	Interface Interaction Pattern defines the nature of the interaction between the two Application Systems or Application System Components			
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none">1. Push2. Pull3. Exchange <p>Push: Data Source System pushes data to Data Sink System Pull: Data Sink System pulls data from Data Source System Exchange: Data flows in both directions during an interaction between interacting Systems</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Interface Context & Purpose +		Optionality:	Optional
Description:	Interface Context & Purpose is the description of its purpose and any justification for the existence of the Interface			
Guidelines:	<p>Specify the business context, purpose & reason for the existence of Interface using a set of expressive phrases that is concise, meaningful & unambiguous</p> <p>The expressive phrases must answer the question of 'Why does this Interface exist?' and not 'What it means?'</p> <p>Provide a contextual setting for the Interface and not the interface description itself</p> <p>e.g.</p> <p>The process of submitting RDR and Incentives is a two step process followed by validation of the Incentives based on various factors. This interface is built to reduce the number of steps of validation required post submission by making the validation available real time prior to the RDR being submitted for processing.</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item: Yes

Interface Catalog: Template Instructions

Information Item:	Interface Description *	Optionality:	Required
Description:	<p>Interface Description is a set of descriptive phrases that provide the ‘what’ the Interface is intended to achieve between the Data Source and Data Sink Systems</p>		
Guidelines:	<p>Specify the business description of Interface in the domain of interest using a set of descriptive phrases that is concise, meaningful & unambiguous</p> <p>The descriptive phrases must answer the question of ‘What does this Interface do?’</p> <p>The Interface Description must be precise and comprehensive where extraneous qualifying phrases must be avoided</p> <p>To remove ambiguity avoid using adjectives, adverbs & verbs that don’t have a concrete or quantitative meaning</p> <p>The Interface Description must not simply restate the Interface name in a different order</p> <p>The Interface Description must state what this Interface is for and not other Interfaces are for</p> <p>The Interface Description phrases must use consistent terminology (e.g. use Interface Names that are already identified or defined)</p> <p>The Interface Description must explain in brief the business process it is a part of</p> <p>e.g. ‘Get Incentives Service’ provides valid combinations of Incentives based on the Customer, Vehicle and Dealer information provided by the requester</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
			Augmentation Item:
			Yes

Interface Catalog: Template Instructions

Information Item:	As-Is Existence Status *		Optionality:	Required
Description:	As-Is Existence Status is a lifecycle state of the Interface that specifies its existence & usage situation in the As-Is state			
Guidelines:	<p>Choose from one of the following 4 options:</p> <ol style="list-style-type: none"> 1. Does Not Exist 2. Existing In Use 3. Existing Not In Use 4. Dead <p>Does Not Exist: This version of the Interface does not exist yet Existing In Use: This version of Interface is currently in use Existing Not In Use: This version of Interface exists and is currently not in use Dead: This version of Interface is retired and is not in use anymore</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	To-Be Existence Status *		Optionality:	Required
Description:	To-Be Existence Status is the lifecycle state of the Interface the way it is envisioned for the To-Be state			
Guidelines:	<p>Choose from one of the following options:</p> <ul style="list-style-type: none"> 1. Brand New 2. No Change 3. Change 4. To Be Removed <p>Brand New: This version of Interface is to be built new. Must be chosen only when 'As-Is Existence Status' is 'Does Not Exist'</p> <p>No Change: This version of Interface is currently in use and is not expected to change</p> <p>Change: This version of Interface is currently in use and is expected to change</p> <p>To Be Removed: This version of Interface is expected to be retired</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Data Source System ID *		Optionality:	Required
Description:	<p>Data Source System ID is the ID of the Application System or its Internal Component that provides data to the Data Sink System or its internal Component through the interface</p>			
Guidelines:	<p>Specify the ID of the Application System from the Application Catalog if the interface exists between Application Systems</p> <p>Specify the ID of the Application System Component from the Application Catalog if the interface exists between Application System's Internal Components</p> <p>e.g. AP-00002001</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Data Source System Name *	Optionality:	Required
Description:	<p>Data Source System Name is the name of the Application System that is proving data to another Application System through the Interface</p>		
Guidelines:	<p>Data Source System Name must be an Application System Name from the Application Catalog e.g. LeMans</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	Yes	Foundation Item:	No
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Data Source System Internal Component Name +	Optionality:	Optional
Description:	<p>Data Source System Internal Component Name is the name of the Component of the Application System that is providing data through the interface</p>		
Guidelines:	<p>Data Source System Internal Component Name must match the name of one of the Application System Components that are documented for the 'Application System' in the Application Catalog</p> <p>If the Interface is between two different Application Systems, then Data Source System Internal Component Name must be left blank</p> <p>e.g. Staging Layer Integrated Data Layer Aggregation Layer View Layer</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Data Sink System ID *		Optionality:	Required
Description:	<p>Data Sink System ID is the ID of the Application System or its Internal Component that receives data that is provided by the Data Source System or its internal component through the interface</p>			
Guidelines:	<p>Specify the ID of the Application System from the Application Catalog if the interface exists between Application Systems</p> <p>Specify the ID of the Application System Component from the Application Catalog if the interface exists between Application System's Internal Components</p> <p>e.g. AP-000400001</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Data Sink System Name *		Optionality:	Required
Description:	<p>Data Sink System Name is the name of the Application System that receives data provided by a Data Source System or its Internal Component through the interface</p>			
Guidelines:	<p>Data Sink System Name must match the name of an 'Application System' from the Application Catalog</p> <p>e.g. Shaw</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Data Sink System Internal Component Name +		Optionality:	Optional
Description:	Data Sink System Internal Component Name is the name of the Internal Component of the Data Sink System that receives data through the interface			
Guidelines:	<p>Specify the Data Sink System Internal Component Name as defined in the 'Application System Component Name' in the Application Catalog</p> <p>e.g. Staging Layer Integrated Data Layer Aggregation Layer</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Interface Specific Data Structure Existence *		Optionality:	Required
Description:	Interface Specific Data Structure Existence represents whether any data structure is explicitly defined for the Integration Interface			
Guidelines:	<p>Choose one of the below values</p> <p>1. Yes 2. No</p> <p>Yes: Explicit data structure exists for the Interface No: Explicit data structure does not exist for the Interface</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Interface Boundary Type *		Optionality:	Required
Description:	Interface Boundary Type classifies whether the interface exists between Applications or between the internal Components of an Application System			
Guidelines:	<p>Choose one of the below values</p> <ol style="list-style-type: none"> 1. Application to Application 2. Component to Component <p>Application to Application: Integration Interface exist between two Application Systems Component to Component: Integration Interface exist within the Application System between two Application System Components</p> <p>e.g. Application to Application: Shaw to EDW Component to Component: EDW Staging to EDW Integration</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Interface Category *	Optionality:	Required
Description:	<p>Interface Category further defines the purpose of the interface in terms of its intended usage</p>		
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. One-Time Migration 2. On-Going Integration <p>One-Time Migration: Purpose of the Interface is to transfer data from one system to another once by each data domain or data segment and never again for the same data segment</p> <p>On-Going Integration: Purpose of the Interface is to be part of daily/weekly/any defined frequency to serve an active and on-going business process</p> <p>One-Time Migration does not imply that the Job will be run once and only once. It implies that a uniquely identified record will be moved from the Source to the Target only once by this Interface and its purpose is served once all the unique records have been moved from the Source to the Target System.</p> <p>One-Time Migration Interfaces will eventually cease to exist/operate once the Source System is no longer considered the Source of the information. Common use case for One-Time Migration is when legacy system is being retired either in phases or in full.</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Interface Integration Pattern *	Optionality:	Required
Description:	Interface Integration Pattern is the sub-categorization of the Interface based on underlying execution pattern of the interface		
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Real-Time 2. On-Demand 3. Bulk-Batch <p>Real Time: Data is synchronized immediately in real time or near real time between Data Source System & Data Sink System e.g. carLOS publishing Booking Information to CEP by calling a Webservice</p> <p>On-Demand: Data is synchronized on-demand between Data Source System & Data Sink System e.g. CEP invokes a Webservice to get Customer Information</p> <p>Bulk-Batch: Data is batched & synchronized periodically in pre-defined frequency between Data Source System & Data Sink System e.g. ETL Job that uploads Lease Financial Data into IR Staging Data Layer on a daily basis</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
			Augmentation Item:
			No

Interface Catalog: Template Instructions

Information Item:	Interface Implementation Pattern *		Optionality:	Required
Description:	Interface Implementation Pattern explains in short the Technical Standards used in the implementation of this interface			
Guidelines:	<p>Choose one of the following options:</p> <ol style="list-style-type: none"> 1. Enterprise Service Bus (ESB) - Event Driven 2. Enterprise Service Bus (ESB) - Messaging 3. Enterprise Service Bus (ESB) - Bulk Batch 4. Extract Transform Load (ETL) - Bulk Batch 5. Managed File Transfer (MFT) - Bulk Batch 6. Shared Database System - Transaction Based 7. Shared Database System - Bulk Batch 8. Local Storage System - Bulk Batch 9. Manual Upload & Download - Bulk Batch 10. Direct Messaging – Transaction Based 11. Direct Messaging – Bulk Batch 12. Direct API Call - Transaction Based 13. Direct API Call - Bulk Batch <p>Enterprise Service Bus (ESB) - Event Driven: Data Source System drives Data Sink System by sending an Event through ESB Platform for Processing</p> <p>Enterprise Service Bus (ESB) - Messaging: Data Source System synchronizes its state immediately with Data Sink System by sending a Message encapsulating its state through ESB Platform for Transformation and Processing</p> <p>Enterprise Service Bus (ESB) - Bulk Batch: Data Source System synchronizes its state periodically with Data Sink System by sending Bulk Data representing its states through ESB Platform for Transformation and Processing</p> <p>Extract Transform Load (ETL) - Bulk Batch: Data Source System synchronizes its state periodically with Data Sink System by sending Bulk Data representing its states through ETL Platform for Extraction, Transformation and Loading.</p> <p>Managed File Transfer (MFT) - Bulk Batch: Data Source System synchronizes its state periodically with Data Sink System by sending Bulk Data representing its states through MFT Platform for Routing Data Files</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Interface Implementation Pattern *	Optionality:	Required
Description:	Interface Implementation Pattern explains in short the Technical Standards used in the implementation of this interface.		
Guidelines:	<p>Continued...</p> <p>Shared Database System - Transaction Based: Data Source System synchronizes its state immediately with Data Sink System by sharing Transaction Data representing its state through a Shared Database System</p> <p>Shared Database System - Bulk Batch: Data Source System synchronizes its state periodically with Data Sink System by sharing Bulk Data representing its states through a Shared Database System</p> <p>Local Storage System - Bulk Batch: Data Source System synchronizes its state periodically with Data Sink System by sharing Bulk Data representing its states through a Local Storage System</p> <p>Manual Upload/Download: Business user manually uploads business states to Data Sink System or manually downloads business states from Data Source System through an Application User Interface</p> <p>Direct Messaging – Transaction Based: Data Source System synchronizes its state immediately with Data Sink System by sending a Message encapsulating its state through Direct Messaging</p> <p>Direct Messaging – Bulk Batch: Data Source System synchronizes its state periodically with Data Sink System by sending Bulk Data representing its states through Direct Messaging</p> <p>Direct API Call - Transaction Based: Data Source System synchronizes its state immediately with Data Sink System by sending business state through Direct API calls</p> <p>Direct API Call - Bulk Batch: Data Source System synchronizes its state periodically with Data Sink System by sending Bulk Data representing its states through Direct API calls</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
			Augmentation Item:
			No

Interface Catalog: Template Instructions

Information Item:	Communication Frequency *		Optionality:	Required	
Description:	Communication Frequency is the definition of how often or at what interval the Interface is invoked				
Guidelines:	<p>Choose one of the following options:</p> <ol style="list-style-type: none"> 1. ACID Transaction (i.e. Real-Time) 2. Messaging (Near Real-Time) 3. Micro-Batching (Every X Min) 4. Hourly Batching (Every X Hour) 5. Twice Daily Batching 6. Daily-Batching 7. Bi-Weekly Batching 8. Weekly Batching 9. Bi-Monthly Batching 10. Monthly Batching 11. Quarterly Batching 12. Yearly Batching 13. Ad-hoc Batching <p>ACID Transaction (i.e. Real-Time): Interface is invoked immediately to synchronize atomic database transactions in real-time Messaging (Near Real-Time): Interface exchanges data in near real-time through messaging Micro-Batching (Every X Min): Interface is invoked in regular intervals that is specified in Minutes Hourly Batching (Every X Hour): Interface is invoked in regular intervals that is specified in Minutes Twice Daily Batching: Interface is invoked twice everyday Daily-Batching: Interface is invoked once everyday Bi-Weekly Batching: Interface is invoked twice every week</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Communication Frequency *	Optionality:	Required
Description:	<p>Communication Frequency is the definition of how often or at what interval the Interface is invoked</p>		
Guidelines:	<p>Continued...</p> <p>Weekly Batching: Interface is invoked once a week Bi-Monthly Batching: Interface is invoked twice every month Monthly Batching: Interface is invoked once a month Quarterly Batching: Interface is invoked once every quarter Yearly Batching: Interface is invoked once every year Ad-hoc Batching: Interface is invoked as and when needed</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Communication Frequency Specification +		Optionality:	Optional
Description:	<p>Communication Frequency Specification is supplemental information to qualify or provide additional details about the 'Communication Frequency' of the Interface</p>			
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Use this information item to capture further details that will help understand the exact frequency of the interface</p> <p>e.g.</p> <ul style="list-style-type: none">Runs 5th day of the MonthLast weekday of the Month14th and 28th day of the MonthScheduled for Monday through Saturday			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	EOD Batch Processing Dependency *		Optionality:	Required
Description:	<p>EOD Batch Processing Dependency identifies if the Source System cannot provide the required data until the End of Day Processing is complete</p>			
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: Interface can extract the required data only after the Source System End of Day process has completed No: Interface can extract the data anytime and need there is no dependency on the End of Day process</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Communication Transport *			Optionality:	Required
Description:	Communication Transport defines the underlying data transfer technology that is being utilized by the Interface to transport the data				
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Messaging (JMS, MQ, etc.) 2. HTTP 3. HTTPS 4. FTP 5. FTPS 6. SFTP 7. Local File 8. SMTP 9. Database 10. DBLink 11. In-Memory 12. Proprietary Transport 				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Communication Format *		Optionality:	Required
Description:	Communication Format describes the structural technology that is used to encode & package the interface data			
Guidelines:	<p>Choose from one of the following options:</p> <ul style="list-style-type: none"> 1. XML 2. JSON 3. MIME 4. ASCII/UTF-CSV/Delimited/Fixed Length 5. EBCDIC-Fixed Length 6. Binary Object Format 7. Proprietary Format <p>XML: Data is exchanged using XML format JSON: Data is exchanged using JavaScript Object Notation (JSON) format MIME: Data is exchanged using Multipurpose Internet Mail Extensions (MIME) format ASCII/UTF-CSV/Delimited/Fixed Length: Data is exchanged using American Standard Code for Information Interchange (ASCII) or Comma Separated Values (CSV) or Delimited or Fixed Length format EBCDIC-Fixed Length: Data is exchanged using Extended Binary Coded Decimal Interchange Code(EBCDIC) Fixed Length format Binary Object Format: Data is exchanged using binary objects format Proprietary Format: Data is exchanged using a custom proprietary format</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Communication Protocol *		Optionality:	Required
Description:	Communication Protocol defines rules of information exchanges for synchronized communication during the interaction			
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. SOAP 2. REST 3. OData 4. JDBC/ODBC 5. Native APIs 6. Proprietary <p>SOAP: Simple Object Access Protocol REST: Representational State Transfer Odata: Open Data Protocol JDBC/ODBC: Drivers that enable Database Connectivity Native APIs: Lightweight APIs used by Windows NT and user mode applications Proprietary: Protocol's publisher retains intellectual property rights</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Communication Structural Schema *		Optionality:	Required
Description:	Communication Structural Schema standardizes data types and defines interrelationships between data in the Interface			
Guidelines:	<p>Choose from one of the options:</p> <ol style="list-style-type: none"> 1. XSD 2. REST Friendly Schema 3. File Column Header 4. Cobol Copybook 5. Not Specified Explicitly <p>XSD: Data Structure is defined using XML Schema Definition REST Friendly Schema: Data Structure is defined using a schema that is supported by REST Protocol File Column Header: Data Structure is defined using File Header Cobol Copybook: Data Structure is defined using Cobol Copybook Not Specified Explicitly: Data Structure definition is Implicit</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Communication Protocol Action +		Optionality:	Optional
Description:	Communication Protocol Action defines the method used with the Communication Protocol			
Guidelines:	<p>Choose from one of the options:</p> <ol style="list-style-type: none">1. GET2. PUT3. POST4. DELETE5. PUBLISH6. SUBSCRIBE7. SEND8. RECEIVE			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Endpoint Name or URL *	Optionality:	Required
Description:	<p>Endpoint Name or URL provides the Production folder/file locations, Database tables and/or API endpoints that the Source and Target Systems share in order to achieve the integration</p>		
Guidelines:	<p>Endpoint Name or URL must reference the Production setup or the highest non-Production environment</p> <p>Capture all the endpoints/URLs that are applicable as a list of values in this Information Item</p> <p>For FTP or Local File, Endpoint Name or URL must reference the Full File path including File name and Extension e.g. <code>/contracts/new-contracts/daily/retail-contracts-extract-20171101.txt</code></p> <p>For Web Service, Endpoint URL must refer to the full path of the service e.g. https://services.toyota.com/contracts/create</p> <p>For JMS Queues, Endpoint URL must point to the Queue name e.g. <code>TFS.INTSVCS.BE.RESCHEDULE_CASE_UPDATE.V1_0</code></p> <p>For Database, Endpoint Name must point to the Schema and Table name e.g. <code>SMG3_EIP.STG_ALFA_SMG3_RTL_ACCT_FULL</code></p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Control File Required +		Optionality:	Optional
Description:	<p>Control File Required describes whether the Data Sink System will initiate processing the output of the Data Source System only after a control file has been detected</p>			
Guidelines:	<p>Choose from the following options</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: There is a control file involved in the interface and the technical implementation requires that a complete and correct file is available for processing before the Data Sink System begins the process No: There is no control file involved in the data exchange</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Checksum File Required +	Optionality:	Optional
Description:	<p>Checksum File Required describes whether a checksum file needs to be used to ensure the integrity of the data that is received</p>		
Guidelines:	<p>Checksums act as fingerprints of the file to be transferred or downloaded. MD-5, SHA-1, SHA-2 are commonly used hash functions that generate a checksum of the file.</p> <p>Choose from the following options</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: There is a File involved in the interface No: There is no checksum file is involved in the data exchange</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Scheduler Job Implemented +	Optionality:	Optional
Description:	<p>Scheduler Job Implemented identifies if the Interface utilizes a scheduler to start the interface job</p>		
Guidelines:	<p>Choose from the following options</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: There is a scheduler technology used to trigger the Interface at predetermined time/frequency No: There is no Scheduler Job implemented for the interface</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Average Data Volume (Number of Records per Exchange) *	Optionality:	Required
Description:	Average Data Volume (Number of Records per Exchange) indicates the average number of rows exchanged over a period of time		
Guidelines:	Capture the Average Data Volume as observed in Production or capture the desired Non-Functional Requirement for a new Interface		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Average Data Volume (Number of Bytes - KB or MB or GB) *	Optionality:	Required
Description:	Average Data Volume (Number of Bytes – KB or MB or GB) indicates the average size of data exchanged over a period of time		
Guidelines:	This is one of the Non-Functional requirements for the Interface. Capture the Average Data Volume as observed in Production or capture the estimated Average Data Volume for a new Interface		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
			Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Peak Data Volume (Number of Records per Exchange) *	Optionality:	Required
Description:	Peak Data Volume (Number of Records per Exchange) indicates the peak number of rows observed over a period of time		
Guidelines:	This is one of the Non-Functional requirements for the Interface. Capture the Peak Number of Records per Exchange as observed in Production or capture the estimated Peak Number of Records for a new Interface		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Peak Data Volume (Number of Bytes - KB or MB or GB) *	Optionality:	Required
Description:	Peak Data Volume (Number of Bytes – KB or MB or GB) indicates the Peak size of data observed over a period of time		
Guidelines:	This is one of the Non-Functional requirements for the Interface. Capture the Peak Number of Bytes per Exchange as observed in Production or capture the estimated Peak Number of Bytes for a new Interface		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Average Throughput SLA *		Optionality:	Required
Description:	<p>Average Throughput SLA indicates the average number of business records that the Interface can/should handle within a pre-determined measure of time like per second or per minute or per hour</p>			
Guidelines:	<p>Capture the Average Throughput SLA in terms of average number of records handled as observed in Production or capture the desired Non-Functional Requirement for a new Interface</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Peak Throughput SLA *		Optionality:	Required
Description:	Peak Throughput SLA indicates the maximum number of business records that the Interface can/should handle within a pre-determined measure of time like per second or per minute or per hour			
Guidelines:	Capture the Peak Throughput SLA in terms of maximum number of business records handled as observed in Production or capture the desired Non-Functional Requirement for a new Interface			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item: Yes

Interface Catalog: Template Instructions

Information Item:	Average Response Time SLA *		Optionality:	Required
Description:	<p>Average Response Time SLA indicates the average amount of time it takes for the Interface to complete the request and send the response back, measured in Seconds</p>			
Guidelines:	<p>Average Response Time SLA is a metric that is used for Real Time services that are required to provide a confirmation or response within a defined time period</p> <p>Capture the Average Response Time SLA as observed in Production or capture the desired Non-Functional Requirement for a new Interface</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Peak Response Time SLA *		Optionality:	Required
Description:	Peak Response Time SLA indicates the maximum amount of time it takes or is acceptable for the Interface to complete the request and send the response back, measured in Seconds			
Guidelines:	Peak Response Time SLA is a metric that is used for Real Time services that are required to provide a confirmation or response within a defined time period Capture the Peak Response Time SLA as observed in Production or capture the desired Non-Functional Requirement for a new Interface			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Security – Data Access SLA *			Optionality:	Required
Description:	Security – Data Access SLA defines the SLA requirements related to Authentication and Authorization				
Guidelines:	<p>Describe the security requirements such as Methods of Authentication used and levels of Authorization</p> <p>e.g.</p> <p>Authentication Types: DB Authentication, FTP Authentication, Brokered authentication – Oauth , OpenID connect, SAML, etc.</p> <p>Authorization schemes: Endpoint Authorization based on Service accounts, or based on other tokens – Oauth , OpenID connect, SAML, etc.</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Security – Data Protection SLA *		Optionality:	Required
Description:	<p>Security – Data Protection SLA defines the SLA requirements related to Confidentiality and Integrity of the data</p>			
Guidelines:	<p>Describe the security requirement from the point of view of data Confidentiality and Integrity</p> <p>e.g. Confidentiality Level: Cert based Encryption, PGP, etc. Integrity: Cryptographic hash functions, MAC, Digital Signatures, etc.</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Security – Auditing SLA +		Optionality:	Optional
Description:	<p>Security – Auditing SLA describes the SLA requirements related to Security Audit Policies</p>			
Guidelines:	<p>Describe the requirement from the Security Audit point of view e.g. Cryptographic hash functions, MAC, Digital Signatures, etc.</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Data Source System Processing Start Time SLA +			Optionality:	Optional
Description:	Data Source System Processing Start Time SLA defines how soon the Data Source System must begin the execution of the Interface				
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Capture current start time from Production for existing Interfaces or the desired start time for new Interfaces</p> <p>Time should be in the format of HH:MM</p> <p>All times are referenced as PST time</p> <p>e.g. 21:00</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Data Source System Processing Duration SLA +			Optionality:	Optional
Description:	Data Source System Processing Duration SLA is a measure of how much time the Source System will spend in execution of the Interface				
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Unit of measure should be in minutes:seconds</p> <p>Capture current processing duration from Production for existing Interfaces or the desired duration for new Interfaces</p> <p>e.g. 150:00</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Data Source System Processing End Time SLA +			Optionality:	Optional
Description:	Data Source System Process End Time SLA defines by when the Source System must complete the execution of the Interface				
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Capture current end time from Production for existing Interfaces or the desired end time for new Interfaces</p> <p>Time should be in the format of HH:MM</p> <p>All times are referenced as PST time</p> <p>e.g. 22:00</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Data Sink System Processing Start Time SLA *			Optionality:	Required
Description:	Data Sink System Processing Start Time SLA defines by when the Data Sink System must begin the execution of the Interface				
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Capture current start time from Production for existing Interfaces or the desired start time for new Interfaces</p> <p>Time should be in the format of HH:MM</p> <p>All times are referenced as PST time</p> <p>e.g. 21:00</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Data Sink System Processing Duration SLA +			Optionality:	Optional
Description:	Data Sink System Processing Duration SLA is a measure of how much time the Target System will spend in execution of the Interface				
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Unit of measure should be in minutes:seconds</p> <p>Capture current processing duration from Production for existing Interfaces or the desired duration for New Interfaces</p> <p>e.g. 150:00</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Data Sink System Processing End Time SLA *			Optionality:	Required
Description:	Data Sink System Processing End Time SLA defines by when the Target System must complete the execution of the Interface				
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Capture current end time from Production for existing Interfaces or the desired end time for new Interfaces</p> <p>Time should be in the format of HH:MM</p> <p>All times are referenced as PST time</p> <p>e.g. 22:00</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Data Sink System Latency Tolerance SLA *			Optionality:	Required
Description:	Data Sink System Latency Tolerance SLA is a measure of how long the Target System can tolerate a delay in the start of processing				
Guidelines:	<p>Applicable only to 'Bulk-Batch' Interfaces otherwise set the value as N/A</p> <p>Capture current latency tolerance from Production for existing Interfaces or the desired end time for new Interfaces.</p> <p>Tolerance should be in the format of HH:MM indicating the number of hours and mins of the tolerance</p> <p>e.g. 01:00</p>				
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Interface Catalog: Template Instructions

Information Item:	Is SLA Timing Aligned *		Optionality:	Required
Description:	<p>Is SLA Timing Aligned field indicates whether the interface meets all the expected and defined timing related SLAs</p>			
Guidelines:	<p>Choose from the following options</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: The interface meets the defined timing related SLAs No: The interface does not meet the defined timing related SLAs</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Reference Documents +		Optionality:	Optional
Description:	<p>Reference Documents is a list of documents that may provide detailed background information & rules into the definition & context of the Interface</p>			
Guidelines:	<p>Enlist comprehensive set of relevant documents that may provide further details into Interface definition, requirements, business context, real-world usage, non-functional requirements, etc.</p> <p>Specify the list of URLs/folder locations that point to relevant documents from a document repository</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Priority *	Optionality:	Required
Description:	<p>Priority provides the 'order of importance & dependency' in defining & implementing an Interface</p>		
Guidelines:	<p>Choose from one of the following 5 options:</p> <ol style="list-style-type: none"> 1. Very Low 2. Low 3. Medium 4. High 5. Very High <p>Very Low: Nice to have Interface to support the future functionality (i.e. in the future releases) Low: Nice to have Interface to support the current functionality (i.e. in the current release) Medium: Must have Interface to support the future functionality (i.e. in the next release) High: Must have Interface that directly addresses the immediate employee productivity and/or operational efficiency need for the current functional scope Very High: Must have Interface that directly addresses the immediate customer and/or regulatory compliance need for the current functional scope</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	No
			Augmentation Item:
			Yes

Interface Catalog: Template Instructions

Information Item:	Interface Ownership Type *	Optionality:	Required	
Description:	<p>Interface Ownership Type summarizes the organization that defined the interface and the scope of usage of the interface within/outside the organization.</p>			
Guidelines:	<p>Choose from one of the following 6 options:</p> <ol style="list-style-type: none"> 1. TFS Specified Interface Contract - Internal Use Only 2. TFS Specified Interface Contract - Partner Use Only 3. TFS Specified Interface Contract - Both Internal & Partner Use 4. Partner System Specified Interface Contract 5. Industry Standard Based Interface Contract 6. TFS & Partner Specified Collaborative Interface Contract <p>TFS Specified Interface Contract - Internal Use Only: The interface is defined by TFS, hosted by TFS and used by internal teams</p> <p>TFS Specified Interface Contract - Partner Use Only: The interface is defined by TFS, hosted by TFS and used by Partners only (Non-TFS entities such as TMNA, DMS, RouteOne, etc.)</p> <p>TFS Specified Interface Contract - Both Internal & Partner Use: The interface is defined by TFS, hosted by TFS and used by internal systems and partners</p> <p>Partner System Specified Interface Contract: The interface is defined by Partner, hosted by partner and used by TFS</p> <p>Industry Standard Based Interface Contract: The interface is defined based on Industry standards such as STAR or RouteOne (group of companies getting together for common standards) - hosted by TFS or Partner</p> <p>TFS & Partner Specified Collaborative Interface Contract: The interface is defined by both TFS and a Partner, hosted by TFS or the partner and used only between TFS and the partner</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Interface Owner *	Optionality:	Required
Description:	Interface Owner is the person in the organization who is accountable for this Interface		
Guidelines:	Interface Owner name must be in full		
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager
Induction Item:	No	Foundation Item:	No
			Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Interface SMEs *			Optionality:	Required
Description:	Interface SME identifies the subject matter expert who can provide Interface specific functional and technical insights				
Guidelines:	<p>Enlist the names of the stakeholders who possess deeper knowledge of the Interface and provide System specific insights and assistance</p> <p>Interface SME names must be captured in full</p>				
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager		
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Core Systems Analysts *		Optionality:	Required
Description:	Core Systems Analysts is a list of Analysts that will be involved in any impact analysis or system analysis of systems such as Shaw, LeMans, ITS			
Guidelines:	Provide the names of the Systems Analysts supporting the Core Servicing Systems			
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

Information Item:	Impacted Systems Analysts *		Optionality:	Required
Description:	Impacted Systems Analysts is a list of Analysts that will be involved in any impact analysis or system analysis from other systems			
Guidelines:	Provide the full names of the System Analysts supporting the impacted Application Systems			
Responsible Team:	Execution Management Team	Responsible Role:	IT Manager	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Interface Catalog: Template Instructions

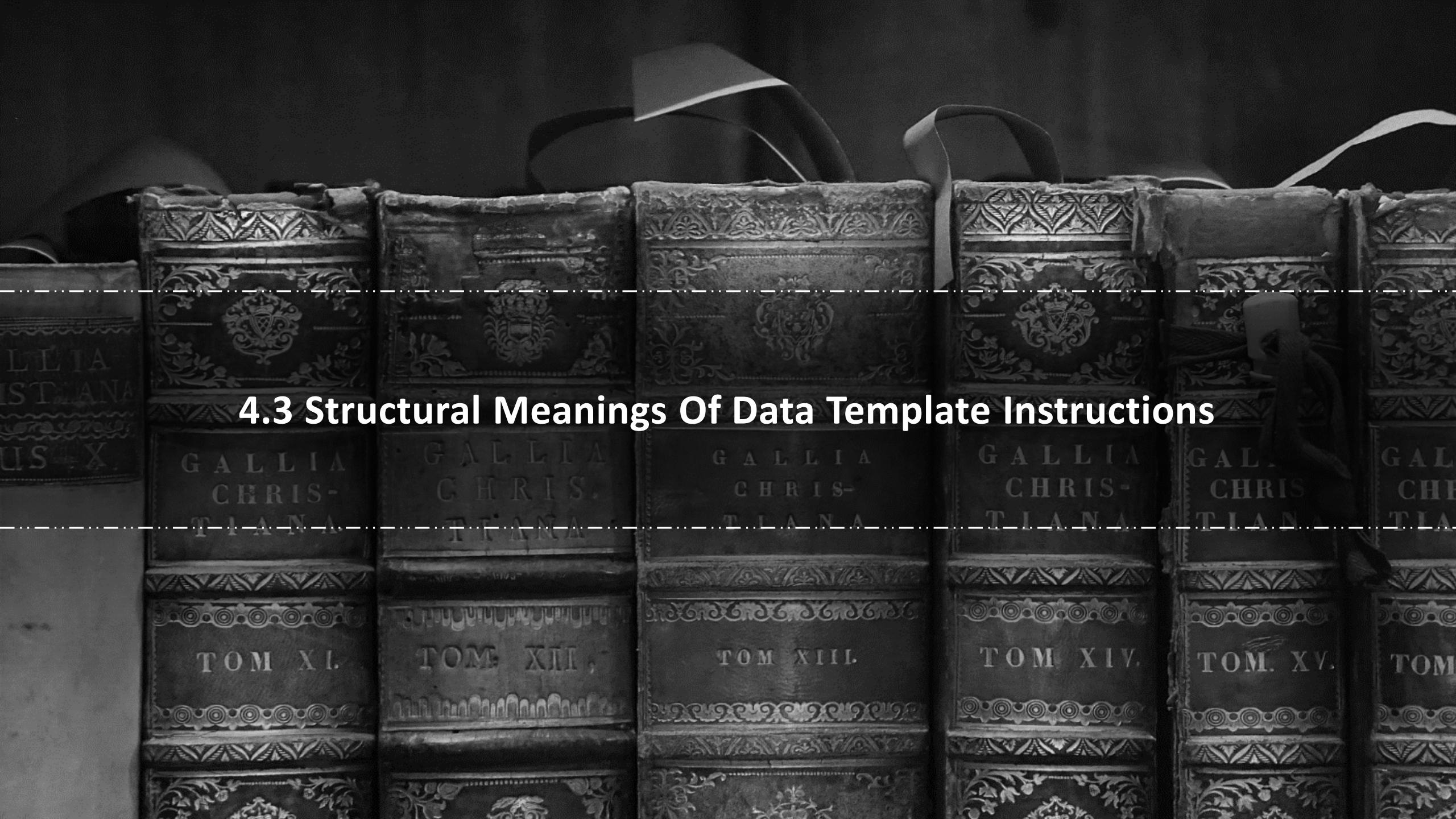
Information Item:	JIRA Key *	Optionality:	Required
Description:	JIRA Key identifies the JIRA Work Item unique ID for the corresponding Work Item in the template		
Guidelines:	<p>JIRA will be leveraged to track the progress of the Work Items, plan commitments and reviews</p> <p>When a Work Item is moved from Funneled Bag to Prioritized Backlog, the JIRA Work Item is created within the corresponding JIRA project. For Interface Catalog, the Work Item is created in the Interface Catalog Project within JIRA</p> <p>Once the JIRA Work Item is created, the JIRA Key is copied from JIRA into the JIRA Key Information Item within the template</p> <p>e.g. INTCAT-1</p> <p>Use the following structure to populate the Work Item Summary field within JIRA</p> <p>ID: Interface Name – Version</p> <p>e.g. IC-01000091: Banco Popular Payment File Transfer to Shaw – 1.0</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Interface Catalog: Template Instructions

Information Item:	Progress Status *	Optionality:	Required																																							
Description:	<p>Progress Status indicates the current status of the Work Item</p>																																									
Guidelines:	<p>Choose the appropriate Progress Status from the following options:</p> <table> <tbody> <tr><td>Induction Increment Initiated</td><td>Foundation Increment Initiated</td><td>Augmentation Increment Initiated</td></tr> <tr><td>Induction Increment In Progress</td><td>Foundation Preparation In Progress</td><td>Augmentation Preparation In Progress</td></tr> <tr><td>Induction Increment Complete</td><td>Foundation Preparation Complete</td><td>Augmentation Preparation Complete</td></tr> <tr><td></td><td>Foundation Enrichment Initiated</td><td>Augmentation Enrichment Initiated</td></tr> <tr><td></td><td>Foundation Enrichment In Progress</td><td>Augmentation Enrichment In Progress</td></tr> <tr><td></td><td>Foundation Enrichment Ready for QM</td><td>Augmentation Enrichment Ready for QM</td></tr> <tr><td></td><td>Foundation Enrichment Review In Progress</td><td>Augmentation Enrichment Review In Progress</td></tr> <tr><td></td><td>Foundation Enrichment Complete</td><td>Augmentation Enrichment Complete</td></tr> <tr><td></td><td>Foundation Refinement Initiated</td><td>Augmentation Refinement Initiated</td></tr> <tr><td></td><td>Foundation Refinement In Progress</td><td>Augmentation Refinement In Progress</td></tr> <tr><td></td><td>Foundation Refinement Ready for QM</td><td>Augmentation Refinement Ready for QM</td></tr> <tr><td></td><td>Foundation Refinement Review In Progress</td><td>Augmentation Refinement Review In Progress</td></tr> <tr><td></td><td>Foundation Increment Approved</td><td>Augmentation Increment Approved</td></tr> </tbody> </table> <p>The description of each Progress Status is provided in the Execution Process document (01-02-SteerwiseSemanticAnalysis-ExecutionProcess.pdf)</p> <p>Once the Work Item is created in JIRA & the JIRA key for the Work Item is populated in the template, the Progress Status of the Work Item can be automatically synced from JIRA by clicking on the "Sync Jira Work Item Status" action button as & when it is available within the template</p>			Induction Increment Initiated	Foundation Increment Initiated	Augmentation Increment Initiated	Induction Increment In Progress	Foundation Preparation In Progress	Augmentation Preparation In Progress	Induction Increment Complete	Foundation Preparation Complete	Augmentation Preparation Complete		Foundation Enrichment Initiated	Augmentation Enrichment Initiated		Foundation Enrichment In Progress	Augmentation Enrichment In Progress		Foundation Enrichment Ready for QM	Augmentation Enrichment Ready for QM		Foundation Enrichment Review In Progress	Augmentation Enrichment Review In Progress		Foundation Enrichment Complete	Augmentation Enrichment Complete		Foundation Refinement Initiated	Augmentation Refinement Initiated		Foundation Refinement In Progress	Augmentation Refinement In Progress		Foundation Refinement Ready for QM	Augmentation Refinement Ready for QM		Foundation Refinement Review In Progress	Augmentation Refinement Review In Progress		Foundation Increment Approved	Augmentation Increment Approved
Induction Increment Initiated	Foundation Increment Initiated	Augmentation Increment Initiated																																								
Induction Increment In Progress	Foundation Preparation In Progress	Augmentation Preparation In Progress																																								
Induction Increment Complete	Foundation Preparation Complete	Augmentation Preparation Complete																																								
	Foundation Enrichment Initiated	Augmentation Enrichment Initiated																																								
	Foundation Enrichment In Progress	Augmentation Enrichment In Progress																																								
	Foundation Enrichment Ready for QM	Augmentation Enrichment Ready for QM																																								
	Foundation Enrichment Review In Progress	Augmentation Enrichment Review In Progress																																								
	Foundation Enrichment Complete	Augmentation Enrichment Complete																																								
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	Foundation Refinement Ready for QM	Augmentation Refinement Ready for QM																																								
	Foundation Refinement Review In Progress	Augmentation Refinement Review In Progress																																								
	Foundation Increment Approved	Augmentation Increment Approved																																								
Responsible Team:	Execution Management Team	Responsible Role:	Project Manager																																							
Induction Item:	Yes	Foundation Item:	No																																							
			Augmentation Item:																																							
			No																																							

Q&A





4.3 Structural Meanings Of Data Template Instructions

Structural Meanings of Data: Template Instructions

Information Item:	Structural Data Meaning ID *	Optionality:	Required
Description:	Structural Data Meaning ID is an unique id assigned for each Structural Data Meaning of the Data Concept		
Guidelines:	<p>Assign a unique id for each 'Structural Meanings Of Data' of the Data Concept using the following format:</p> <p>SD-NNNNNNNN</p> <p>SD: Prefix to all Structural Data Meanings IDs in Structural Meanings Of Data</p> <p>NNNNNNNN: 8 digit whole number starting from 00000001 providing 99999999 possible combinations</p> <p>e.g. SD-00010400</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	Yes	Foundation Item:	No
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Data ID *	Optionality:	Required
Description:	<p>Data ID is a reference to the Data Concept for which the Structural Meanings of Data is being captured</p>		
Guidelines:	<p>Specify the Data ID of the Data Concept from the Data Catalog</p> <p>The Data Concept for which the Structural Meanings of Data is being captured must be a 'Specialized Term'</p> <p>e.g. DC-00102000</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Data Definition Version ID *	Optionality:	Required
Description:	Data Definition Version ID is a reference to the version of the Data Concept for which the Structural Meanings of Data is being captured		
Guidelines:	Provide the Data Definition Version ID of the Data Concept from the Data Catalog e.g. 2018JAN01		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
	Augmentation Item:	No	

Structural Meanings of Data: Template Instructions

Information Item:	System of Record Data ID +		Optionality:	Optional
Description:	<p>System of Record Data ID is the physical data ID of the Data Concept either in the System of Origination or the System of Record</p>			
Guidelines:	<p>Specify the System of Record or Origination specific physical Data ID or F-ID (Field ID) that is associated with the Structural Meanings Of Data as identified from existing artifacts</p> <p>e.g. F-153</p>			
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Structural Meanings of Data: Template Instructions

Information Item:	Data System ID *	Optionality:	Required
Description:	<p>Data System ID is a reference to the Application System ID from the Application Catalog or the Interface ID from the Interface Catalog where the Structural Meanings of Data exists</p>		
Guidelines:	<p>For the Structural Data Meaning of a Data Concept within the Application System or Component, provide the 'Application System ID' from the Application Catalog to uniquely reference the Application System where it exists</p> <p>For the Structural Data Meaning of a Data Concept within the Interface, provide the 'Interface ID' from the Interface Catalog to uniquely reference the Interface where the Structural Data Meaning exists</p> <p>e.g. AP-00000001 IC-00000384</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	Yes	Foundation Item:	No
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Data Source System Specific Structural Data Meaning ID +	Optionality:	Optional
Description:	<p>Data Source System Specific Structural Data Meaning ID is a reference to the Structural Data Meaning of the Source Data Element as it exists in the Data Provider</p>		
Guidelines:	<p>This information item is relevant only when capturing Interface Specific Structural Data Meaning ID. It is left blank when capturing Application Specific Structural Data Meaning ID</p> <p>Populate the value of the Source Data Element's Structural Meanings of Data ID from the Structural Meanings of Data Catalog</p> <p>When capturing Interface Specific Structural Data Meaning ID and there is no Intermediary Structure that exists in the Interface, this column 'Must' be populated with the Data Source System specific Structural Data Meaning ID and in such cases, all the other information items that describe the Structural Meanings of Data can be left blank</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
Augmentation Item:	No		

Structural Meanings of Data: Template Instructions

Information Item:	Data Sink System Specific Structural Data Meaning ID +	Optionality:	Optional
Description:	<p>Data Sink System Specific Structural Data Meaning ID is a reference to the Structure Data Meaning of the Target Data Element as it exists in the System that receives this data</p>		
Guidelines:	<p>This information item is relevant only when capturing interface Specific Structural Data Meaning ID. It is left blank when capturing Application Specific Structural Data Meaning ID</p> <p>Populate the value of the Target Data Element's Structural Meaning of Data ID from the Structural Meanings of Data Catalog</p> <p>When capturing Interface Specific Structural Data Meaning ID and there is no Intermediary Structure that exists in the Interface, this column 'Must' be populated with the Data Sink System Specific Structural Data Meaning ID and in such cases, all the other information items that describe the Structural Meanings of Data can be left blank</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Data Concept Name *	Optionality:	Required
Description:	<p>Data Concept Name is a reference to the name of the Data Concept from the Data Catalog for which the Structural Data Meaning is being captured</p>		
Guidelines:	<p>Provide the name of the Data Concept from the Data Catalog corresponding to the Data ID for which the Structural Meanings of Data is being captured</p> <p>Data Concept Name must be from the Data Catalog</p> <p>The Data Concept for which the Structural Meanings of Data is being captured should be a 'Specialized Term'</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Data System Type *	Optionality:	Required
Description:	<p>Data System Type describes the role that the Application System or Interface plays in the creation, manipulation, movement or consumption of the Data Element</p>		
Guidelines:	<p>Choose one of the following 6 options:</p> <ul style="list-style-type: none"> 1. System of Origination 2. System of Record 3. System of Reference 4. System of Consumer 5. System of Integration 6. Integration Interface <p>For the given Data Concept whose Structural Meanings are being captured, choose the type of the Application System or the Integration Interface option based on the characteristics of the Data System as described below</p> <p>System of Origination: Application System where the data gets created or first sourced System of Record: Application system where the quality of data is governed System of Reference: Application system where the data is hosted with high-availability & appropriate levels of security System of Consumers: Application system where the data gets consumed System of Integration: Application system where the data from multiple systems or sub-systems is acquired for the purposes of Integration Integration Interface: Integration Interface through which the data flows through between the Application Systems or their Components</p> <p>Choose ‘Integration Interface’ as the option if the Structural Meanings of Data is being captured for the Data Concept in the Integration Interface. ‘Data System ID’ in such cases must reference an Interface ID.</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	Yes	Foundation Item:	No
	Augmentation Item:	No	

Structural Meanings of Data: Template Instructions

Information Item:	Data System Name *	Optionality:	Required
Description:	<p>Data System Name is a reference to the name of the Application System from the Application Catalog or to the name of the Interface from the Interface Catalog</p>		
Guidelines:	<p>'Data System Name' must be the name of the Application System from the Application Catalog when the Structural Meanings of Data is being captured for the Data Element in the Application System</p> <p>'Data System Name' must be the name of the Interface from the Interface Catalog when the Structural Meanings of Data is being captured for the Data Element in the Integration Interface</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	Yes	Foundation Item:	No
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Data System Component Name +		Optionality:	Optional
Description:	<p>Data System Component Name is the name of an Internal Component of the Application System where the Structural Data Meaning exists for the Data Concept</p>			
Guidelines:	<p>'Data System Component Name' must be the name of the internal component of the Application System from the Application Catalog where the Data Element exists</p> <p>e.g. Staging Layer, Integrated Data Layer, Aggregation Layer, View Layer, etc.</p>			
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Structural Meanings of Data: Template Instructions

Information Item:	Physical Data Container Name +	Optionality:	Optional
Description:	<p>Physical Data Container Name is the name of the Data Container in the Application System or the Integration Interface where the Structural Data Meanings exists</p>		
Guidelines:	<p>Specify the information of the Application System or the Integration Interface specific data container within which the Structural Meanings Of Data exists</p> <p>If the Structure Meanings of Data exists within the Application System's Database then specify the database/schema name e.g. Database – RCV2PRD</p> <p>If the Structure Meanings of Data exists within the Application System's or Interface's File then specify the full file directory path e.g. File store – /VMS/updates/In</p> <p>If the Structure Meanings of Data exists within the Interface's Intermediary structure then specify the root node name of the structure e.g. XML Structure root node name Cobol Copybook root node name</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
Augmentation Item:	No		

Structural Meanings of Data: Template Instructions

Information Item:	Physical Data Grouping Name +			Optionality:	Optional
Description:	Physical Data Grouping Name is the physical group name within the container where the Structural Data Meaning exists				
Guidelines:	<p>Specify the information of the Application System or the Interface specific data group within the container where the Structural Meanings Of Data exists</p> <p>If the Structural Meanings of Data for the Data Concept exists within the Application System's Database then specify the database schema name e.g. Database Table – 'RISKCDP.IR_STG_RTL_LOAN_MAST'</p> <p>If the Structural Meanings of Data for the Data Concept exists within the Application System's or Interface's File then specify the full file name e.g. File name – 'ucm_cust_retn_mmddyyyy.dat'</p> <p>If the Structure Meanings of Data for the Data Concept exists within the Interface's Intermediary structure then specify the path to the immediate parent node name of the data element e.g. XML Structure – '/Customer/customerInformation/Id/'</p>				
Responsible Team:	Technical Solutions Team, Data Solutions Team		Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Physical Data Element Name *	Optionality:	Required
Description:	Physical Data Element Name is the name of the Data Element as defined within the Application System or the Integration Interface		
Guidelines:	<p>Specify the physical data element name as defined in the Application System or Integration Interface</p> <p>If the Structural Meanings of Data exists within the Application System's Database then specify the table column name e.g. Column Name – 'NO_TIMES_DELQ_10_29'</p> <p>If the Structural Meanings of Data exists within the Application System's or Interface's File then specify the element name as it exists in the file structure header e.g. File Header Element Name – 'NO_TIMES_DEL1_10_30'</p> <p>If the Structural Meanings of Data exists within the Interface's Intermediary structure then specify the data element name as specified in the structure e.g. XML Structure – 'CustomerName'</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	Yes	Foundation Item:	No
			Augmentation Item:
			No

Structural Meanings of Data: Template Instructions

Information Item:	Physical Data Concept Name *	Optionality:	Required
Description:	<p>Physical Data Concept Name is the expanded physical data element name or the conceptual name used to refer the physical data element name within an Application System or in the Integration Interface</p>		
Guidelines:	<p>Physical Data Concept Name will be referenced in Content Meanings of Data e.g. For Physical Data Element Name 'NO-EXTNS' in the Application System, specify 'Number Of Extensions' as Physical Data Concept Name</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	As-Is Existence Status *		Optionality:	Required
Description:	<p>As-Is Existence Status is a lifecycle state of a Structural Meanings Of Data that specifies its existence & usage situation in the As-Is System</p>			
Guidelines:	<p>Choose from one of the following 4 options:</p> <ol style="list-style-type: none">1. Does Not Exist2. Existing In Use3. Existing Not In Use4. Dead <p>Does Not Exist: The Structural Meanings Of Data is not defined or part of current system Existing In Use: The Structural Meanings Of Data currently exists and is in use Existing Not In Use: The Structural Meanings Of Data currently exists but not in use Dead: The Structural Meanings Of Data is retired and not in use</p>			
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Structural Meanings of Data: Template Instructions

Information Item:	To-Be Existence Status *	Optionality:	Required
Description:	To-Be Existence Status is a lifecycle state of a Structural Meanings Of Data that specifies its existence & usage situation in the To-Be state		
Guidelines:	<p>Choose from one of the following 4 options:</p> <ol style="list-style-type: none"> 1. Brand New 2. No Change 3. Change 4. To Be Removed <p>Brand New: A new Structural Meanings Of Data is defined for the first time and will be in use in the near future in the To-Be State No Change: The Structural Meanings Of Data is currently in use in As-Is State and will continue to be used in the To-Be State without any change Change: The Structural Meanings Of Data currently exists in As-Is State, but will undergo changes before use in the To-Be State To Be Removed: The Structural Meanings Of Data is retired in As-Is State and should not be in use in the To-Be State</p> <p>'To-Be Existence Status' should be set to a meaningful status based on the 'As-Is Existence Status' and vice versa</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
	Augmentation Item:	No	

Structural Meanings of Data: Template Instructions

Information Item:	Reference Documents +	Optionality:	Optional
Description:	<p>Reference Documents is a list of artifacts of any type that may provide detailed background information about the Structural Meanings of Data for the given Data Concept</p>		
Guidelines:	<p>Enlist comprehensive set of relevant documents that may provide further details into Data Concept specific technical definition, models, requirements, solution designs, business context, real-world usage, regulatory compliance policies & procedures, internal operational policies & procedures, etc.</p> <p>Specify the list of URLs/folder locations that point to relevant documents from a document repository</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Structural Meanings of Data: Template Instructions

Information Item:	Is Input? +		Optionality:	Optional
Description:	<p>Is Input determines whether the Data Concept is inbound to the Integration Interface</p>			
Guidelines:	<p>This information item is applicable only for Interface Specific Structural Data Meaning</p> <p>Choose from one of the following options:</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: Data Concept is an input to the Integration Interface No: Data Concept is not an input to Integration Interface</p>			
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Structural Meanings of Data: Template Instructions

Information Item:	Is Output? +		Optionality:	Optional
Description:	<p>Is Output determines whether the Data Concept is outbound from the Integration Interface.</p>			
Guidelines:	<p>This information item is applicable only for Interface Specific Structural Data Meaning</p> <p>Choose from one of the following options:</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: Data Concept is flowing out of the Integration Interface No: Data Concept is not flowing out of the Integration Interface</p>			
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Structural Meanings of Data: Template Instructions

Information Item:	Is Key? *	Optionality:	Required
Description:	<p>Is Key specifies if a given Data Element is the (or part of the) Primary Key within Application System or Integration Interface</p>		
Guidelines:	<p>Specify if the data element defined as a primary key in the Application System or Integration Interface</p> <p>Choose one of the following:</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: Data element is defined as the (or part of the) Primary key in the Application System or Integration Interface No: Data element is not part of Primary key in the Application System or Integration Interface</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Data Type *	Optionality:	Required
Description:	<p>Data Type is a classification that specifies the kind of the values the Data Element can have within the Application System or the Integration Interface</p>		
Guidelines:	<p>Specify the Data Type of the Data Element as defined in the Application System or the Integration Interface</p> <p>Document just the Data Type. Do not include any size specification such as NUMBER and not NUMBER(6,2)</p> <p>e.g. CHAR STRING NUMERIC DECIMAL FLOAT</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Is Nullable? *	Optionality:	Required
Description:	<p>Is Nullable is to indicate if a data element will accept NULL values or not</p>		
Guidelines:	<p>Specify if the data element shall accept Null values or not</p> <p>Choose one of the following:</p> <ol style="list-style-type: none">1. Yes2. No <p>Yes: Data element will accept NULL value No: Data element will not accept NULL value</p> <p>A data element used as a 'Key' must not be 'Nullable'</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Default Value +		Optionality:	Optional
Description:	<p>Default Value is the preset value of the data element when the value is not set by the Application System or Integration Interface</p>			
Guidelines:	<p>Specify the default value for the data element If no default value exists, leave the information item blank If the data element is documented as not 'Nullable', then it must have a 'Default Value' captured</p>			
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Structural Meanings of Data: Template Instructions

Information Item:	Digits (Total.Fraction) +		Optionality:	Optional
Description:	<p>Digits represents the number of digits supported by the data element that is numeric</p>			
Guidelines:	<p>Specify the digits for the data element with numeric data types such as integer, float, double, etc.</p> <p>Specify the digits in the format of 'Total.Fraction', where 'Total' is the total number of digits including fraction and 'Fraction' is the number of digits following the decimal point</p> <p>e.g. 10.2 7 or 7.0</p>			
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Structural Meanings of Data: Template Instructions

Information Item:	Minimum Length +	Optionality:	Optional
Description:	<p>Minimum Length is to capture the minimum length for the data element that is of type Character</p>		
Guidelines:	<p>Specify the minimum length for the data element with character data types such as string, text, etc.</p> <p>Document the actual minimum length as structured within the Application System/Integration Interface, NOT the minimum length obtained by data profiling</p> <p>e.g. 1, 5, 10</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Maximum Length +	Optionality:	Optional
Description:	<p>Maximum Length is to capture the maximum length for the data element that is of type Character</p>		
Guidelines:	<p>Specify the maximum length for the data element with character data types such as string, text, etc.</p> <p>Document the actual maximum length as structured within the Application System/Integration Interface, NOT the maximum length obtained by data profiling.</p> <p>e.g. 3, 20, 60</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Unit of Measure (UOM) +	Optionality:	Optional
Description:	Unit of Measure (UOM) is a definite magnitude of Quantity that is used as Measurement Standard for the Data Concept		
Guidelines:	Specify the unit in which the data concept for the element is measured 'Unit of Measure' is applicable only for the Data Concepts of type 'Money' or 'Number' e.g. Litres Gallons Centimeter Meter USD Kilogram Pound		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
Augmentation Item:	No		

Structural Meanings of Data: Template Instructions

Information Item:	Enumeration +	Optionality:	Optional
Description:	<p>Enumeration is a list of all possible values defined for the data element</p>		
Guidelines:	<p>Specify the list of possible values for the data element where each value will have its own definition</p> <p>Applicable for Data Elements whose value represent Code, Type, Status, etc.</p> <p>If there is a 'Default value' provided for a data element with enumerated values, then the 'Default Value' should also be a part of Enumeration</p> <p>e.g. {700, 800} {Active, Terminated}</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Regular Expression Pattern +	Optionality:	Optional
Description:	<p>Regular Expression Pattern represents the structural pattern of how the data is structured within data element</p>		
Guidelines:	<p>Specify the representative format of the regular expression pattern for the data</p> <p>e.g. (NNN) NNN-NNNN NNN MM/DD/YYYY YYYYMMDD</p>		
Responsible Team:	Technical Solutions Team, Data Solutions Team	Responsible Role:	Technical Analyst, Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Actual Value Range +	Optionality:	Optional
Description:	<p>Actual Value Range is the range of values for the data element as it exists in the Application System</p>		
Guidelines:	<p>Specify the existing value range by performing data profiling of the physical data element within the Application System data store on a full production data set</p> <p>e.g. 0 to 999 1 to 31 & 99</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Data Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Permissible Value Range +	Optionality:	Optional
Description:	Permissible Value Range are business driven valid values or range for the data element within the Application System.		
Guidelines:	<p>Specify the permissible value range solely from business quality requirements perspective and not from technical perspective</p> <p>Each value in the range of values have business significance and business meaning associated with it</p> <p>e.g. 0 to 999 1 to 29 & 99 CA, NY, TN, FL, WA</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
Augmentation Item:	No		

Structural Meanings of Data: Template Instructions

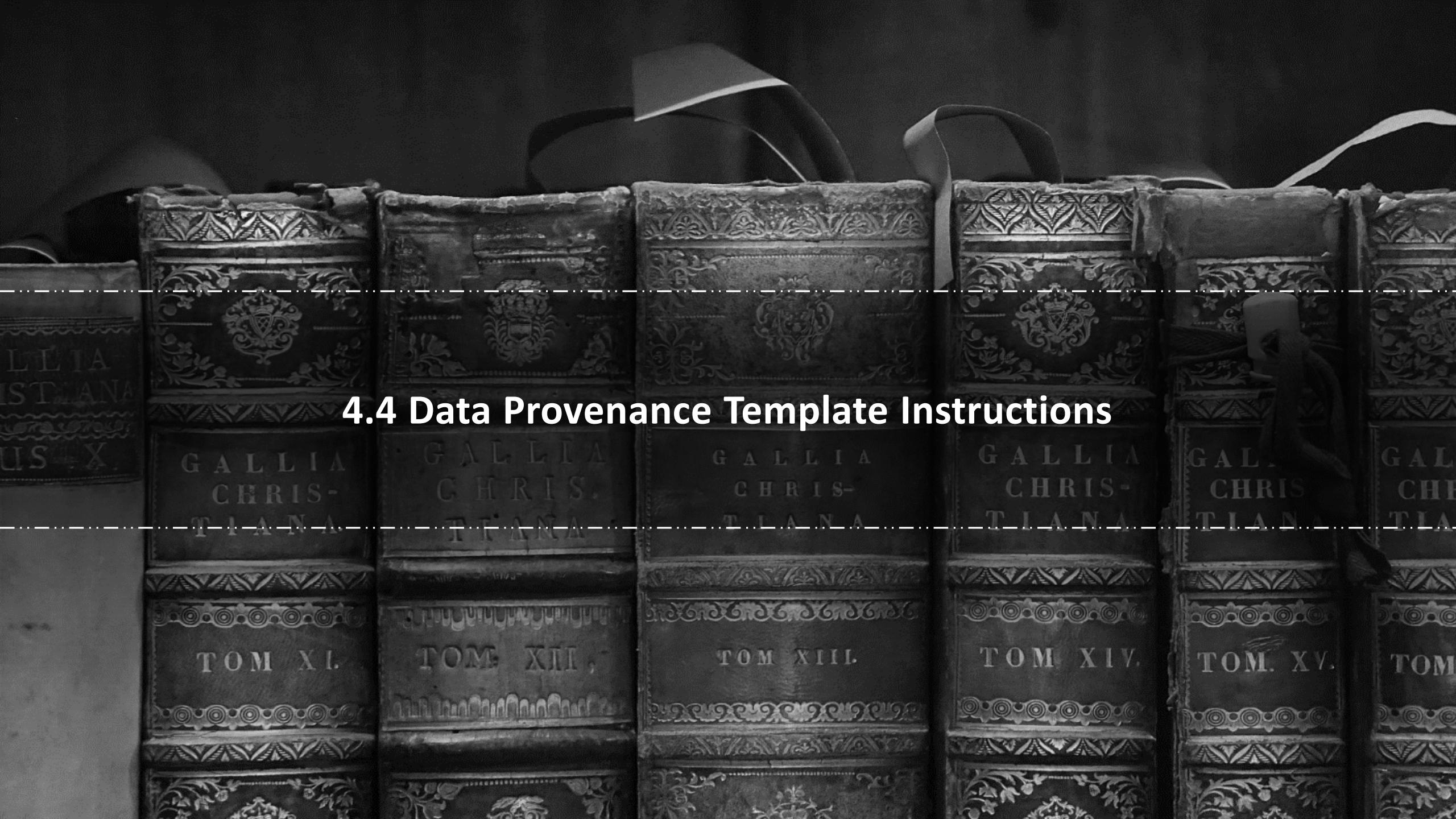
Information Item:	JIRA Key *	Optionality:	Required
Description:	JIRA Key identifies the JIRA Work Item unique ID for the corresponding Work Item in the template		
Guidelines:	<p>JIRA will be leveraged to track the progress of the Work Items, plan commitments and reviews</p> <p>When a Work Item is moved from Funneled Bag to Prioritized Backlog, the JIRA Work Item is created within the corresponding JIRA project. For Structural Meanings Catalog, the Work Item is created in the Structural Meanings Catalog Project within JIRA</p> <p>Once the JIRA Work Item is created, the JIRA Key is copied from JIRA into the JIRA Key Information Item within the template</p> <p>e.g. STMDAT-1</p> <p>Use the following structure to populate the Work Item Summary field within JIRA</p> <p>"ID: Data System Name (Physical Data Element Name)"</p> <p>e.g. SD-00500012: TFS_UCMCM_LexisNexis (City)</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
	Foundation Item:	Augmentation Item:	No

Structural Meanings of Data: Template Instructions

Information Item:	Progress Status *			Optionality:	Required																																							
Description:	Progress Status indicates the current status of the Work Item																																											
Guidelines:	<p>Choose the appropriate Progress Status from the following options:</p> <table> <tbody> <tr><td>Induction Increment Initiated</td><td>Foundation Increment Initiated</td><td>Augmentation Increment Initiated</td></tr> <tr><td>Induction Increment In Progress</td><td>Foundation Preparation In Progress</td><td>Augmentation Preparation In Progress</td></tr> <tr><td>Induction Increment Complete</td><td>Foundation Preparation Complete</td><td>Augmentation Preparation Complete</td></tr> <tr><td></td><td>Foundation Enrichment Initiated</td><td>Augmentation Enrichment Initiated</td></tr> <tr><td></td><td>Foundation Enrichment In Progress</td><td>Augmentation Enrichment In Progress</td></tr> <tr><td></td><td>Foundation Enrichment Ready for QM</td><td>Augmentation Enrichment Ready for QM</td></tr> <tr><td></td><td>Foundation Enrichment Review In Progress</td><td>Augmentation Enrichment Review In Progress</td></tr> <tr><td></td><td>Foundation Enrichment Complete</td><td>Augmentation Enrichment Complete</td></tr> <tr><td></td><td>Foundation Refinement Initiated</td><td>Augmentation Refinement Initiated</td></tr> <tr><td></td><td>Foundation Refinement In Progress</td><td>Augmentation Refinement In Progress</td></tr> <tr><td></td><td>Foundation Refinement Ready for QM</td><td>Augmentation Refinement Ready for QM</td></tr> <tr><td></td><td>Foundation Refinement Review In Progress</td><td>Augmentation Refinement Review In Progress</td></tr> <tr><td></td><td>Foundation Increment Approved</td><td>Augmentation Increment Approved</td></tr> </tbody> </table> <p>The description of each Progress Status is provided in the Execution Process document (01-02-SteerwiseSemanticAnalysis-ExecutionProcess.pdf)</p> <p>Once the Work Item is created in JIRA & the JIRA key for the Work Item is populated in the template, the Progress Status of the Work Item can be automatically synced from JIRA by clicking on the "Sync Jira Work Item Status" action button as & when it is available within the template</p>					Induction Increment Initiated	Foundation Increment Initiated	Augmentation Increment Initiated	Induction Increment In Progress	Foundation Preparation In Progress	Augmentation Preparation In Progress	Induction Increment Complete	Foundation Preparation Complete	Augmentation Preparation Complete		Foundation Enrichment Initiated	Augmentation Enrichment Initiated		Foundation Enrichment In Progress	Augmentation Enrichment In Progress		Foundation Enrichment Ready for QM	Augmentation Enrichment Ready for QM		Foundation Enrichment Review In Progress	Augmentation Enrichment Review In Progress		Foundation Enrichment Complete	Augmentation Enrichment Complete		Foundation Refinement Initiated	Augmentation Refinement Initiated		Foundation Refinement In Progress	Augmentation Refinement In Progress		Foundation Refinement Ready for QM	Augmentation Refinement Ready for QM		Foundation Refinement Review In Progress	Augmentation Refinement Review In Progress		Foundation Increment Approved	Augmentation Increment Approved
Induction Increment Initiated	Foundation Increment Initiated	Augmentation Increment Initiated																																										
Induction Increment In Progress	Foundation Preparation In Progress	Augmentation Preparation In Progress																																										
Induction Increment Complete	Foundation Preparation Complete	Augmentation Preparation Complete																																										
	Foundation Enrichment Initiated	Augmentation Enrichment Initiated																																										
	Foundation Enrichment In Progress	Augmentation Enrichment In Progress																																										
	Foundation Enrichment Ready for QM	Augmentation Enrichment Ready for QM																																										
	Foundation Enrichment Review In Progress	Augmentation Enrichment Review In Progress																																										
	Foundation Enrichment Complete	Augmentation Enrichment Complete																																										
	Foundation Refinement Initiated	Augmentation Refinement Initiated																																										
	Foundation Refinement In Progress	Augmentation Refinement In Progress																																										
	Foundation Refinement Ready for QM	Augmentation Refinement Ready for QM																																										
	Foundation Refinement Review In Progress	Augmentation Refinement Review In Progress																																										
	Foundation Increment Approved	Augmentation Increment Approved																																										
Responsible Team:	Execution Management Team	Responsible Role:	Project Manager																																									
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:	No																																							

Q&A





4.4 Data Provenance Template Instructions

Data Provenance: Template Instructions

Information Item:	Data Provenance ID *		Optionality:	Required
Description:	<p>Data Provenance ID is an unique id that is assigned for each Data Provenance entry for identification purposes</p>			
Guidelines:	<p>Assign a unique id for each Data Provenance entry using the following format: DP-NNNNNNNN</p> <p>DP: Prefix to all Data Provenance IDs of a Data Concept in the Data Provenance</p> <p>NNNNNNNN: 8 digit whole number starting from 00000001 providing 99999999 possible combinations</p> <p>e.g. DP-00010400</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data ID *	Optionality:	Required
Description:	Data ID is the reference to the Data Concept for which the Data Provenance is being captured		
Guidelines:	<p>Specify the Data ID of the Data Concept from the Data Catalog</p> <p>e.g. DC-00120000</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
Augmentation Item:	No		

Data Provenance: Template Instructions

Information Item:	Data Definition Version ID *		Optionality:	Required
Description:	Data Definition Version ID is a reference to the version of the Data Concept for which the Data Provenance is being captured			
Guidelines:	<p>Provide the Data Definition Version ID of the Data Concept from the Data Catalog</p> <p>e.g. 2018JAN01</p>			
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Interface ID *	Optionality:	Required
Description:	Interface ID is the ID of the Inbound Interface through which the Data Concept flows into the Data Sink System		
Guidelines:	<p>Specify the Interface ID of the Integration Interface from the Interface Catalog</p> <p>e.g. IC-00181901</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	Yes	Foundation Item:	No
Augmentation Item:	No		

Data Provenance: Template Instructions

Information Item:	Data Provenance Sequence ID *			Optionality:	Required																													
Description:	<p>Data Provenance Sequence ID is an incrementally assigned ID to every data lineage entry for the Data Concept in the Data Provenance</p>																																	
Guidelines:	<p>Start with the Data Provenance Sequence ID '1' for interface from the System of Origination of the Data Concept and then increment it for each hop in the data lineage</p> <p>If the System of Origination is unknown, identify the System of Record for the Data Concept and start the Data Provenance Sequence ID as '1' from that System and increment it for each hop after that</p> <p>If the source system has multiple targets, then the provenance id will be the same for all the interfaces that are flowing out of that source system</p> <p>Data Flow diagram must be created to help identify the right Data Provenance Sequence ID</p> <p>e.g.</p> <table border="1"> <thead> <tr> <th>Interface ID *</th> <th>Interface Data Element Name *</th> <th>Provenance Sequence ID *</th> <th>Data Source System Name *</th> <th>Data Sink System Name *</th> </tr> </thead> <tbody> <tr> <td>IC-00181908</td> <td>LNCI_1ST_PMT_DATE_DD</td> <td>1</td> <td>Loan Origination System (LOS)</td> <td>Contract Booking Integration</td> </tr> <tr> <td>IC-00290098</td> <td>StartDate</td> <td>2</td> <td>Contract Booking Integration</td> <td>Application System A</td> </tr> <tr> <td>IC-00933340</td> <td>StartDate</td> <td>2</td> <td>Contract Booking Integration</td> <td>HUB</td> </tr> <tr> <td>IC-00237652</td> <td>DUEDATE</td> <td>3</td> <td>Application System A</td> <td>Operational Data Store (ODS)</td> </tr> <tr> <td>IC-00277651</td> <td>MF12-LSE-INV-DUE-DAY</td> <td>4</td> <td>Operational Data Store (ODS)</td> <td>Application System B</td> </tr> </tbody> </table>				Interface ID *	Interface Data Element Name *	Provenance Sequence ID *	Data Source System Name *	Data Sink System Name *	IC-00181908	LNCI_1ST_PMT_DATE_DD	1	Loan Origination System (LOS)	Contract Booking Integration	IC-00290098	StartDate	2	Contract Booking Integration	Application System A	IC-00933340	StartDate	2	Contract Booking Integration	HUB	IC-00237652	DUEDATE	3	Application System A	Operational Data Store (ODS)	IC-00277651	MF12-LSE-INV-DUE-DAY	4	Operational Data Store (ODS)	Application System B
Interface ID *	Interface Data Element Name *	Provenance Sequence ID *	Data Source System Name *	Data Sink System Name *																														
IC-00181908	LNCI_1ST_PMT_DATE_DD	1	Loan Origination System (LOS)	Contract Booking Integration																														
IC-00290098	StartDate	2	Contract Booking Integration	Application System A																														
IC-00933340	StartDate	2	Contract Booking Integration	HUB																														
IC-00237652	DUEDATE	3	Application System A	Operational Data Store (ODS)																														
IC-00277651	MF12-LSE-INV-DUE-DAY	4	Operational Data Store (ODS)	Application System B																														
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst																														
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:	No																													

Data Provenance: Template Instructions

Information Item:	Interface Specific Structural Data Meaning ID *		Optionality:	Required
Description:	<p>Interface Specific Structural Data Meaning ID is the reference to the Structural Data Meaning ID of the Data Concept as it is represented in the Integration Interface</p>			
Guidelines:	<p>Specify the 'Structural Data Meaning ID' for a Data Concept in the Integration Interface as captured in the 'Structural Meanings Of Data' catalog</p> <p>e.g. SD-00000497</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data Concept Name *		Optionality:	Required
Description:	<p>Data Concept Name is a reference to the name of the Data Concept from the Data Catalog for which the Data Provenance is being captured</p>			
Guidelines:	<p>Provide the name of the Data Concept from the Data Catalog corresponding to the Data ID for which the Structural Meanings of Data is being captured</p> <p>Data Concept Name must be from the Data Catalog</p> <p>e.g. Monthly Base Rent Amount</p>			
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Interface Specific Data Element Name *	Optionality:	Required
Description:	<p>Interface Specific Data Element Name is the actual name of the Data Element as defined in the inbound Interface and mapped to the Data Concept for which the provenance is being defined</p>		
Guidelines:	<p>Data Element Name must be the name of the Physical Data Element as defined in the Interface</p> <p>For Black Box Interfaces, where the internal structure of the interface is unknown, this information item can be left blank</p> <p>e.g. BILL-DAY, WK12_LSE_INV_DUE_DAY, History_Counter_Ninety_Days_Past_Due_c</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Data Provenance: Template Instructions

Information Item:	Data Source System ID *		Optionality:	Required
Description:	<p>Data Source System ID is the ID of the Application System that is the Data Source for the interface in the Data Provenance</p>			
Guidelines:	<p>Specify the ID of the Application System that is the Data Source for the Interface in the Data Provenance</p> <p>The Data Source System ID provided must match the 'Data Source System ID' documented for the Interface in the 'Interface Catalog'</p> <p>e.g. AP-00002000</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data Source System Name *		Optionality:	Required
Description:	<p>Data Source System Name is the name of the Application System that is the Data Source for the Interface in the Data Provenance</p>			
Guidelines:	<p>Specify the name of the Application System that is the Data Source for the Interface in the Data Provenance</p> <p>The Data Source System Name provided must match the 'Data Source System Name' documented for the Interface in the 'Interface Catalog'</p> <p>e.g. Shaw LeMans</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data Sink System ID *		Optionality:	Required
Description:	<p>Data Sink System ID is the ID of the Application System that is Target System for the interface in the Data Provenance</p>			
Guidelines:	<p>Specify the ID of the Application System that is the Data Sink System for the Interface in the Data Provenance</p> <p>The Data Sink System ID provided must match the 'Data Sink System ID' documented for the Interface in the 'Interface Catalog'</p> <p>e.g. AP-00002000</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data Sink System Name *		Optionality:	Required
Description:	<p>Data Sink System Name is the name of the Application System that is the Data Sink for the Interface in the Data Provenance.</p>			
Guidelines:	<p>Specify the name of the Application System that is the Data Sink for the Interface in the Data Provenance</p> <p>The Data Sink System ID provided must match the 'Data Sink System ID' documented for the Interface in the 'Interface Catalog'</p> <p>e.g. Salesforce Customer Experience Platform Document Management System</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	As-Is Existence Status *		Optionality:	Required
Description:	<p>As-Is Existence Status is a lifecycle state of Data Lineage that specifies its existence & usage situation in the As-Is System</p>			
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none">1. Does Not Exist2. Existing In Use3. Existing Not In Use4. Dead <p>Does Not Exist: This Data Provenance currently does not exist in an As-Is System Existing In Use: This Data Provenance currently exists and is in use in an As-Is System Existing Not In Use: This Data Provenance currently exists and is not in use in an As-Is System Dead: This Data Provenance is retired and to be removed in an As-Is System</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	To-Be Existence Status *	Optionality:	Required
Description:	To-Be Existence Status is a lifecycle state of Data Lineage that specifies its existence & usage situation in the To-Be system		
Guidelines:	<p>Choose from one of the following options:</p> <ol style="list-style-type: none"> 1. Brand New 2. No Change 3. Change 4. To Be Removed <p>Brand New: This Data Provenance currently does not exist in As-Is and is 'Brand New' in the To-Be</p> <p>No Change: This Data Provenance currently exists in an As-Is and is not changed in the To-Be</p> <p>Change: This Data Provenance currently exists in an As-Is and is changed in the To-Be</p> <p>To Be Removed: This Data Provenance is retired in an As-Is and is to be removed in the To-Be</p> <p>'To-Be Existence Status' should be set to a meaningful status based on the 'As-Is Existence Status' and vice versa</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
			Augmentation Item:
			No

Data Provenance: Template Instructions

Information Item:	Reference Documents +		Optionality:	Optional
Description:	<p>Reference Documents is a list of documents that may provide detailed background information & rules into the definition & context of the Data Provenance</p>			
Guidelines:	<p>Enlist comprehensive set of relevant documents that may provide further details into Data Provenance specific definition, requirements, business context, real-world usage, regulatory compliance policies, internal operational procedures, etc.</p> <p>Specify the list of URLs/folder locations that point to relevant documents from a document repository</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item: Yes

Data Provenance: Template Instructions

Information Item:	Data Transformation Type *		Optionality:	Required
Description:	<p>Data Transformation Type represents the type of Data Transformation that happens on the Integration Interface while carrying data from the Data Source System to the Data Sink System</p>			
Guidelines:	<p>Choose one of the following</p> <ol style="list-style-type: none"> 1. Simple Copy 2. Reformatting 3. Simple Lookup 4. Key Restructuring 5. Derivation 6. Filtering 7. Merging 8. Splitting 9. Aggregation 10. Transposition 11. Complex Lookup 12. Complex Logic <p>Simple Copy: Data Element from Source System is copied without any changes to Data Sink System Reformatting : Data Element from Source System is reformatted as per Data Sink System need or usage Simple Lookup: Data Element from Source System is referenced for simple lookup Key Restructuring: Data Element from Source System is used in structuring keys Derivation : Data Element from Source System is used in the derivation logic in the interface Filtering: Data Element from Source System is filtered based on conditions and only certain values are selected in the interface Merging: Data from Source System is merged with other data elements Splitting: Data from Source System is split into more than one data component</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data Transformation Type *	Optionality:	Required
Description:	<p>Data Transformation Type represents the type of Data Transformation that happens on the Integration Interface while carrying data from the Data Source System to the Data Sink System</p>		
Guidelines:	<p>Continued...</p> <p>Aggregation: Data from Source System is aggregated with other data elements Transposition: Data from Source System is transposed Complex Lookup: Data from Source System undergoes a complex lookup before being sent to the Data Sink System Complex Logic: Data from source system undergoes complex logic in the interface before being sent to the Data Sink System</p>		
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes
			Augmentation Item:
			No

Data Provenance: Template Instructions

Information Item:	Data Transformation Context & Purpose +		Optionality:	Optional
Description:	Data Transformation Context & Purpose is the business purpose & the reason for the existence of the transformation that happens in the interface			
Guidelines:	<p>Specify the business purpose & the reason for the existence of this transformation logic for the Data Concept</p> <p>The expressive phrases must answer the question of 'Why does this Data Transformation exist?'</p> <p>Specify 'N/A' when the 'Data Transformation Type' is a Simple Copy</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data Transformation Description +		Optionality:	Optional
Description:	<p>Data Transformation Description is the description of the transformation logic that is applied to the Data Concept in the Integration Interface</p>			
Guidelines:	<p>Provide the description of the transformation logic involving the Data Concept using plain English statements</p> <p>The descriptive phrases must answer the question of 'What does this Data Transformation do?'</p> <p>The Data Transformation Description must be precise and comprehensive where extraneous qualifying phrases must be avoided</p> <p>To remove ambiguity avoid using adjectives, adverbs & verbs that don't have a concrete or quantitative meaning</p> <p>Specify 'Simple Copy' for 'Data Transformation Type' when there is no transformation and data is passed just as it was received</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Data Transformation Logic *		Optionality:	Required
Description:	<p>Data Transformation Logic is the pseudo-code or plain English statements defining the transformation applied to the Data Concept in the Integration Interface</p>			
Guidelines:	<p>The Data Transformation Logic must answer the question of 'How the Data is Transformed?' in pseudo-code or plain English statements</p> <p>The Data Transformation Logic must be precise and complete</p> <p>Specify 'Simple Copy' when the 'Data Transformation Type' when there is no transformation and data is passed just as it was received</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Data Provenance: Template Instructions

Information Item:	Complexity *	Optionality:	Required
Description:	Complexity provides a qualitative measure of intricacies to identify the effort involved in understanding & implementing the transformation		
Guidelines:	<p>Choose from one of the following 5 options:</p> <ol style="list-style-type: none"> 1. Very Low 2. Low 3. Medium 4. High 5. Very High <p>Very Low - Very easy to understand & Implement the logic with almost no additional effort Low - Easy to understand & Implement the logic with very minimal effort Medium - Understanding & Implementing the logic needs some effort High - Understanding & Implementing the logic needs more effort and High complexity posses some amount of risk Very High - Understanding & Implementing the logic needs significant amount of effort</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	No
			Augmentation Item: Yes

Data Provenance: Template Instructions

Information Item:	JIRA Key *	Optionality:	Required
Description:	JIRA Key identifies the JIRA Work Item unique ID for the corresponding Work Item in the template		
Guidelines:	<p>JIRA will be leveraged to track the progress of the Work Items, plan commitments and reviews</p> <p>When a Work Item is moved from Funneled Bag to Prioritized Backlog, the JIRA Work Item is created within the corresponding JIRA project. For Data Provenance Catalog, the Work Item is created in the Data Provenance Project within JIRA</p> <p>Once the JIRA Work Item is created, the JIRA Key is copied from JIRA into the JIRA Key Information Item within the template</p> <p>e.g. DATPRV-1</p> <p>Use the following structure to populate the Work Item Summary field within JIRA</p> <p>"ID: Interface ID – Data Provenance Sequence ID"</p> <p>e.g. DP-03000001: IC-04100001 - 1</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
Augmentation Item:	No		

Data Provenance: Template Instructions

Information Item:	Progress Status *	Optionality:	Required																																							
Description:	<p>Progress Status indicates the current status of the Work Item</p>																																									
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Q&A





A row of antique books with dark, ornate spines featuring gold tooling. The books are arranged horizontally across the frame. The central book is slightly taller than the others. The title 'GALLIA CHRISTIANA' and volume numbers are visible on the spines.

4.5 Data Usage Map Template Instructions

Data Usage Map: Template Instructions

Information Item:	Data Usage Map ID *		Optionality:	Required
Description:	<p>Data Usage Map ID is an unique id assigned for each Data Concept flowing through the Interface for identification purposes</p>			
Guidelines:	<p>Assign an unique id for each 'Data Concept in the Interface' using the following format:</p> <p>IM-NNNNNNNN</p> <p>IM: Prefix to all Data Usage Map IDs in the Data Usage Map</p> <p>NNNNNNNN: 8 digit whole number starting from 00000001 providing 99999999 possible combinations</p> <p>e.g. IM-00010400</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data ID *	Optionality:	Required
Description:	<p>Data ID is the id of the Data Concept for which the Data Utilization Map is being captured</p>		
Guidelines:	<p>Specify the Data ID of the Data Concept from the Data Catalog for which the utilization map is being captured</p> <p>e.g. DC-01100000</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Data Usage Map: Template Instructions

Information Item:	Data Definition Version ID *		Optionality:	Required
Description:	Data Definition Version ID is a reference to the version of the Data Concept for which the Data Usage Map is being captured			
Guidelines:	<p>Provide the Data Definition Version ID of the Data Concept from the Data Catalog</p> <p>e.g. 2018JAN01</p>			
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Interface ID *	Optionality:	Required
Description:	Interface ID is the reference to the Integration Interface through which the Data Concept flows from the Data Source System or its Component to the Data Sink System Component		
Guidelines:	<p>Specify the Interface ID of the Integration Interface from the Interface Catalog</p> <p>Every Data Usage Map entry is always linked to an Inbound Integration Interface</p> <p>e.g. IC-00400061</p>		
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst
Induction Item:	Yes	Foundation Item:	No
			Augmentation Item: No

Data Usage Map: Template Instructions

Information Item:	Interface Specific Structural Data Meaning ID *	Optionality:	Required
Description:	Interface Specific Structural Data Meaning ID is the reference to the Structural Data Meaning ID of the Data Concept as it is represented in the Interface		
Guidelines:	<p>Specify the 'Structural Data Meaning ID' for the Data Concept as defined in the Interface from the 'Structural Meanings Of Data' catalog</p> <p>e.g. SD-00000497</p>		
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst
Induction Item:	Yes	Foundation Item:	No
	Foundation Item:	Augmentation Item:	No

Data Usage Map: Template Instructions

Information Item:	Data Sink System Specific Structural Data Meaning ID *		Optionality:	Required
Description:	<p>Data Sink System Specific Structural Data Meaning ID is the Structural Meaning of Data identifier for the Data Concept as it is represented in the Data Sink System or its Component</p>			
Guidelines:	<p>Identify the Structural Data Meaning ID from the Structural Meaning of Data Catalog</p> <p>The Structural Data Meaning ID must be of the Data Element as defined in the Data Sink Application System Component</p> <p>e.g. SD-02000110</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Sink System Specific Internal Data Provenance Sequence ID +		Optionality:	Optional
Description:	<p>Data Sink System Specific Internal Data Provenance Sequence ID is an incrementally assigned ID to every data lineage entry for a Data Concept within the Application System</p>			
Guidelines:	<p>Specify the Data Sink System Specific Internal Data Provenance Sequence ID starting with '1' and increment it for each of the data lineage leg within the Application System for a Data Concept</p> <p>If the Data Concept moves between multiple internal components, then the Data Sink System Specific Internal Data Provenance Sequence ID will need to be incremented from one leg to another</p> <p>e.g.</p> <p>1</p> <p>2</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	Yes	Foundation Item:	No	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Concept Name *		Optionality:	Required
Description:	<p>Data Concept Name is a reference to a name of Data Concept for the Data ID that is captured in the Data Usage Map</p>			
Guidelines:	<p>Provide the name of the Data Concept from the Data Catalog corresponding to the Data ID for which the Data Usage Map is being captured</p> <p>Data Concept Name must be from the Data Catalog</p> <p>The Data Concept for which the Data Usage Map is being captured should be a 'Specialized Term'</p> <p>e.g.</p> <p>30 Days Life To Date (LTD) Delinquency Counter</p>			
Responsible Team:	Solution Alignment Team		Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Interface Specific Data Element Name +	Optionality:	Optional
Description:	<p>Interface Specific Data Element Name is the actual name of the Data Element as defined in the Interface and mapped to the Data Concept for which the utilization is being defined</p>		
Guidelines:	<p>Data Element Name must be the name of the Physical Data Element as defined in the Interface</p> <p>For Black Box Interfaces, where the internal structure of the interface is unknown, this information item can be left blank</p> <p>e.g.</p> <p>BILL-DAY, WK12_LSE_INV_DUE_DAY History_Counter_Ninety_Days_Past_Due_c</p>		
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst
Induction Item:	No	Foundation Item:	No
		Augmentation Item:	Yes

Data Usage Map: Template Instructions

Information Item:	Data Sink System Specific Data Element Name *		Optionality:	Required
Description:	Data Sink System Specific Data Element is the Physical Name of the Data Element as defined in the Data Sink System or its Internal Component			
Guidelines:	<p>Provide the physical Data Element name as defined in the Data Sink System</p> <p>e.g. WK12_LSE_INV_DUE_DAY</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Source System ID *		Optionality:	Required
Description:	<p>Data Source System ID is the ID of the Application System or its Internal Component that provides data to the Data Sink System Internal Component through the interface</p>			
Guidelines:	<p>Specify the ID of the Application System from the Application Catalog if the interface exists between Application Systems. i.e. Application to Application Interface boundary</p> <p>Specify the ID of the Application System Component from the Application Catalog if the interface exists between Application System Internal Components. i.e. Component to Component</p> <p>e.g. AP-00000001</p>			
Responsible Team:	Data Solutions Team		Responsible Role:	Integration Analyst
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Source System Name *		Optionality:	Required
Description:	<p>Data Source System Name is the name of the Application System or Component that provides data to another Application System or Component through the Interface</p>			
Guidelines:	<p>Data Source System Name must match the 'Application System Name' from the Application Catalog</p> <p>e.g. Shaw</p>			
Responsible Team:	Technical Solutions Team		Responsible Role:	Technical Analyst
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Source System Specific Internal Component Name +			Optionality:	Optional
Description:	Data Source System Specific Internal Component Name is the name of the Application System Component that is providing data to another Internal Component within the Application System through the interface				
Guidelines:	<p>Identify the Component of the Data Source System that is providing data during the interaction with another component within the application system</p> <p>Data Source System Internal Component Name must match the 'Application System Component Name' in the Application Catalog</p> <p>e.g.</p> <ul style="list-style-type: none"> Staging Layer Integrated Data Layer 				
Responsible Team:	Technical Solutions Team		Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:	No

Data Usage Map: Template Instructions

Information Item:	Data Sink System ID *		Optionality:	Required
Description:	<p>Data Sink System ID is the ID of the Application System or its Internal Component that receives data provided by a Data Source or its internal component through the interface</p>			
Guidelines:	<p>Specify the ID of the Application System from the Application Catalog if the interface exists between Application Systems. i.e. Application to Application Interface boundary</p> <p>Specify the ID of the Application System Component from the Application Catalog if the interface exists between Application System Components. i.e. Component to Component</p> <p>e.g. AP-00002000</p>			
Responsible Team:	Data Solutions Team	Responsible Role:	Integration Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Sink System Name *		Optionality:	Required
Description:	<p>Data Sink System Name is the name of the Application System that receives Data Concept from the Data Source System or its internal Component through the interface</p>			
Guidelines:	<p>Data Sink System Name must match the 'Application System Name' in the Application Catalog</p> <p>e.g. LeMans</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Sink System Specific Internal Component Name +		Optionality:	Optional
Description:	<p>Data Sink System Specific Internal Component Name is the name of the Application Component that receives data from another Internal Component within the Application System through the interface</p>			
Guidelines:	<p>Data Sink System Specific Internal Component Name must match the 'Application System Component Name' in the Application Catalog.</p> <p>e.g. Integrated Data Layer Aggregation Layer</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	As-Is Existence Status *		Optionality:	Required
Description:	As-Is Existence Status is a lifecycle state of the legacy Interface Data Element that specifies its existence & usage situation			
Guidelines:	<p>Choose from one of the following 4 options:</p> <ol style="list-style-type: none"> 1. Does Not Exist 2. Existing In Use 3. Existing Not In Use 4. Dead <p>Does Not Exist: This Data Usage does not exist yet Existing In Use: This Data Usage exists and is in use Existing Not In Use: This Data Usage exists but is currently not in use Dead: This Data Usage has been removed but existed in some prior version</p>			
Responsible Team:	Technical Solutions Team		Responsible Role:	Technical Analyst
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	To-Be Existence Status *	Optionality:	Required
Description:	To-Be Existence Status is a lifecycle state of the existing or a new Data Element in the Interface that specifies its existence & usage situation		
Guidelines:	<p>Choose from one of the following 4 options:</p> <ol style="list-style-type: none"> 1. Brand New 2. No Change 3. Change 4. To Be Removed <p>No Change: This Data Usage is not expected to change Change: This Data Usage is expected to change To Be Removed: This Data Usage exists and is to be retired Brand New: This Data Usage is new. Must be chosen only when 'As-Is Existence Status' is 'Does Not Exist'</p>		
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst
Induction Item:	No	Foundation Item:	Yes
			Augmentation Item: No

Data Usage Map: Template Instructions

Information Item:	Reference Documents +			Optionality:	Optional
Description:	<p>Reference Documents is a list of documents that may provide detailed background information & rules into the definition & context of the Data Provenance</p>				
Guidelines:	<p>Enlist comprehensive set of relevant documents that may provide further details into Data Provenance specific definition, requirements, business context, real-world usage, regulatory compliance policies, internal operational procedures, etc.</p> <p>Specify the list of URLs/folder locations that point to relevant documents from a document repository</p>				
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst		
Induction Item:	No	Foundation Item:	No	Augmentation Item:	Yes

Data Usage Map: Template Instructions

Information Item:	Data Utilization Type *		Optionality:	Required	
Description:	<p>Data Utilization Type is the summarized description of what the Data Sink System does with the Data Element it has received</p>				
Guidelines:	<p>Choose from one of the 6 options:</p> <ol style="list-style-type: none"> 1. Not Used Presently 2. Will Not Be Used In The Future 3. Pass-Through 4. Direct Display 5. Producer Independent Logic (i.e. No need to understand the logic behind how the data produced on the source) 6. Producer Dependent Logic (i.e. Need to understand the logic behind how the data produced on the source) <p>Not Used Presently: The Data Element is not used by the Data Sink System or Component Will Not Be Used In The Future: The Data Element is currently in use but will not be used in the future Pass-Through: The Data Element is received by the Data Sink System and passed on to another Application System Direct Display: The Data Element is displayed on the Data Sink System Component as-is (no modification to data) Producer Independent Logic: The Data Element is received and processed by the Data Sink System and there is no dependency on the Data Sink to know how the Source created or processed the value of the Data Element Producer Dependent Logic: The Data Element is received and processed by the Data Sink System with special logic or processing applied due to the way the Data Source System has provided the data. For example, if the Data Source System provides date and time in a unique format other than UTC then the Data Sink System has to apply special logic to first convert the date to UTC from the given value</p>				
Responsible Team:	Technical Solutions Team		Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:	No

Data Usage Map: Template Instructions

Information Item:	Data Utilization Context & Purpose +		Optionality:	Optional
Description:	<p>Data Utilization Context & Purpose is the description of the purpose (Why?) of the Data utilization logic of the Data Concept in the Data Sink System or Component</p>			
Guidelines:	<p>Specify the business context, purpose & reason for the existence of logic applied on the Data Element using a set of expressive phrases that is concise, meaningful & unambiguous</p> <p>The expressive phrases must answer the question of 'Why is a custom business logic required?'</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Data Utilization Description +		Optionality:	Optional
Description:	<p>Data Utilization Description is the description of the utilization logic of the Data Element in the Data Sink System</p>			
Guidelines:	<p>Describe the logic (in plain English) applied on the Data Element</p> <p>Explain any dependency on other Data Elements, any manipulation of format or data type as well as creation of any new values for the Data Element</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	No	Augmentation Item: Yes

Data Usage Map: Template Instructions

Information Item:	Data Utilization Logic *		Optionality:	Required
Description:	<p>Data Utilization Logic is the pseudo code form of the utilization logic of the Data Element received in the Data Sink System or its Internal components</p>			
Guidelines:	<p>Specify the logic (in pseudo code) applied on the Data Element Actual source code or file names must not be documented here Show any dependency on other Data Elements, any manipulation of format or data type as well as creation of any new values for the Data Element</p>			
Responsible Team:	Technical Solutions Team	Responsible Role:	Technical Analyst	
Induction Item:	No	Foundation Item:	Yes	Augmentation Item:

Data Usage Map: Template Instructions

Information Item:	Complexity *	Optionality:	Required
Description:	Complexity provides a qualitative measure of intricacies involved in understanding the Data Concept & the concept that it represents		
Guidelines:	<p>Choose from one of the following 5 options:</p> <ol style="list-style-type: none"> 1. Very Low 2. Low 3. Medium 4. High 5. Very High <p>Very Low: Very easy to understand & Implement the logic with almost no additional effort Low: Easy to understand & Implement the logic with very minimal effort Medium: Understanding & Implementing the logic needs some effort High: Understanding & Implementing the logic needs more effort and High complexity posses some amount of risk Very High: Understanding & Implementing the logic needs significant amount of effort</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	No
			Augmentation Item: Yes

Data Usage Map: Template Instructions

Information Item:	JIRA Key *	Optionality:	Required
Description:	JIRA Key identifies the JIRA Work Item unique ID for the corresponding Work Item in the template		
Guidelines:	<p>JIRA will be leveraged to track the progress of the Work Items, plan commitments and reviews</p> <p>When a Work Item is moved from Funneled Bag to Prioritized Backlog, the JIRA Work Item is created within the corresponding JIRA project. For Data Usage Map Catalog, the Work Item is created in the Data Usage Map Project within JIRA</p> <p>Once the JIRA Work Item is created, the JIRA Key is copied from JIRA into the JIRA Key Information Item within the template</p> <p>e.g. DATUSG-1</p> <p>Use the following structure to populate the Work Item Summary field within JIRA</p> <p>"ID: Interface ID (Interface Specific Structural Data Meaning ID – Target System Specific Structural Data Meaning ID)"</p> <p>e.g. IM-02003532: IC-02300384 (SD-02003563 - SD-020003564) IM-01050001: IC-02300063 (SD-02050127 – UNK)</p>		
Responsible Team:	Solution Alignment Team	Responsible Role:	Alignment Analyst
Induction Item:	No	Foundation Item:	Yes
		Augmentation Item:	No

Data Usage Map: Template Instructions

Information Item:	Progress Status *	Optionality:	Required																																							
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Q&A





A row of antique books with dark, ornate spines featuring gold tooling. The books are arranged horizontally across the frame. The central book is slightly taller than the others. The title 'GALLIA CHRISTIANA' and volume numbers 'TOM XI.' through 'TOM XV.' are visible on the spines.

5.0 Data Supply Chain Content Quality Management

Data Supply Chain: Top 5 Quality Guidelines across Data Supply Chain Assets

- ❖ Interface must have reference in **Interface & Data Usage Map, Data Provenance & Structural Meaning of Data** to ensure that the **complete & accurate** information is analyzed & documented
- ❖ Interface Integration Pattern, Interface Implementation Pattern & other Communication related information must be in sync & populated in full when relevant
- ❖ Application System/Component names across all catalogs must match to ensure consistency & conformity
- ❖ Data Concept must be **defined in the Data Catalog** before it is used in the Data Supply Chain
- ❖ Logic/Description must be **clear enough to allow only one possible interpretation** where the **exact meaning & interpretation of what the System or Interface does should be obvious from the definition**

Application Catalog: Measures & Metrics

- ❖ **Total Number** of Applications **Identified** (*Bagged, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Applications **In Progress** (*Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Applications **With Content Quality Issues** (*Overall, Per Increment, Per Iteration, By Workstream, By Content Quality Issue Type, etc.*)
- ❖ **Total Number** of Applications **Waiting to be Reviewed** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Applications **Approved** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Applications **Harvested** (*Overall, Per Increment, By Workstream, etc.*)

Interface Catalog: Measures & Metrics

- ❖ **Total Number** of Interfaces **Identified** (*Bagged, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Interfaces **In Progress** (*Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Interfaces **With Content Quality Issues** (*Overall, Per Increment, Per Iteration, By Workstream, By Content Quality Issue Type, etc.*)
- ❖ **Total Number** of Interfaces **Waiting to be Reviewed** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Interfaces **Approved** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Interfaces **Harvested** (*Overall, Per Increment, By Workstream, etc.*)

Structural Meanings of Data: Measures & Metrics

- ❖ **Total Number** of Structural Meanings **Identified** (*Bagged, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Structural Meanings **In Progress** (*Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Structural Meanings **With Content Quality Issues** (*Overall, Per Increment, Per Iteration, By Workstream, By Content Quality Issue Type, etc.*)
- ❖ **Total Number** of Structural Meanings **Waiting to be Reviewed** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Structural Meanings **Approved** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Structural Meanings **Harvested** (*Overall, Per Increment, By Workstream, etc.*)

Data Provenance Catalog: Measures & Metrics

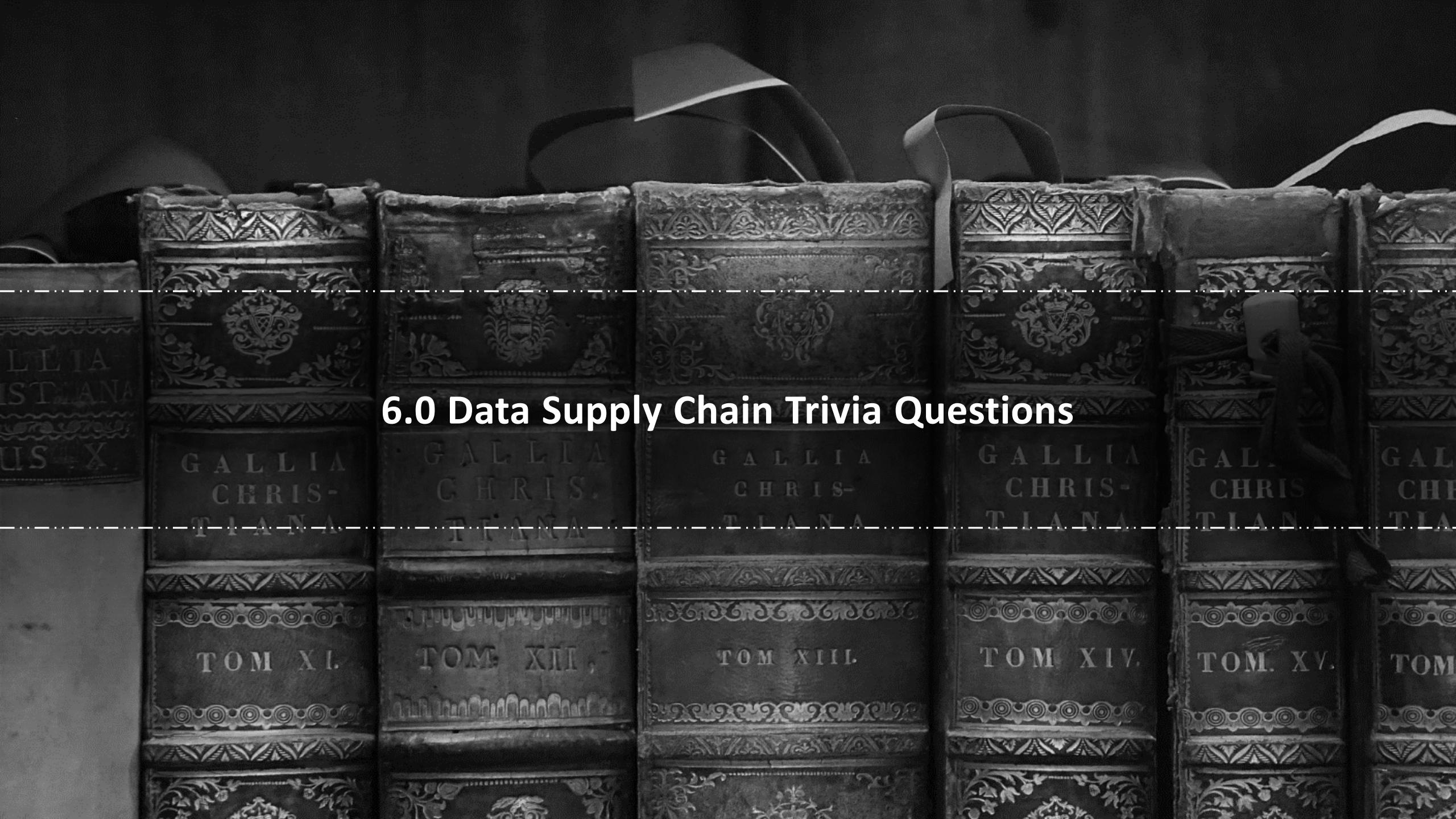
- ❖ **Total Number** of Data Provenance Legs **Identified** (*Bagged, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Provenance Legs **In Progress** (*Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Provenance Legs **With Content Quality Issues** (*Overall, Per Increment, Per Iteration, By Workstream, By Content Quality Issue Type, etc.*)
- ❖ **Total Number** of Data Provenance Legs **Waiting to be Reviewed** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Provenance Legs **Approved** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Provenance Legs **Harvested** (*Overall, Per Increment, By Workstream, etc.*)

Data Usage Map: Measures & Metrics

- ❖ **Total Number** of Data Usage Items **Identified** (*Bagged, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Usage Items **In Progress** (*Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Usage Items **With Content Quality Issues** (*Overall, Per Increment, Per Iteration, By Workstream, By Content Quality Issue Type, etc.*)
- ❖ **Total Number** of Data Usage Items **Waiting to be Reviewed** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Usage Items **Approved** (*Overall, Per Increment, By Workstream, etc.*)
- ❖ **Total Number** of Data Usage Items **Harvested** (*Overall, Per Increment, By Workstream, etc.*)

Q&A





6.0 Data Supply Chain Trivia Questions

Application Catalog: Trivia Questions

- ❖ Articulate the type of information being captured in the Application Catalog
- ❖ Articulate the difference between '**Application System**' & '**Application System Component**'. How do you identify these in the catalog?
- ❖ Articulate '**Application Functional Type**' and give at least 3 examples with meaning
- ❖ What quality dimensions will you review when looking at the '**Application System Name**' field?

Interface Catalog: Trivia Questions

- ❖ An Application System has a '**Data Staging Layer**' & a '**Web Application**'. Articulate what goes into the Interface Catalog for such a situation
- ❖ Articulate the difference between '**Data Source**' & '**Data Sink**'
- ❖ You are performing analysis of a service or an interface as part of your Preparation or Enrichment iteration and you discover a new Data Source that was previously not documented or unambiguous about its usage. Articulate the actions you will perform within the overall Business & Technical Assets analysis process
- ❖ Explain '**End of Day Batch Processing Dependency**'

Structural Meanings of Data: Trivia Questions

- ❖ Articulate the difference between '**Structural Rules**' & '**Content Rules**'
- ❖ What are the different **Data System Types** & explain what they stand for?
- ❖ Articulate why '**Data ID**' & '**Data Definition Version ID**' are important in the Structural Meanings of Data
- ❖ Name at least three '**Structural Characteristics**' that the Structural Meanings of Data is requiring to be captured

Data Provenance: Trivia Questions

- ❖ Articulate the difference between '**Interface Name**' & '**Interface Specific Data Element Name**' with examples
- ❖ Formulate the role of '**Data Provenance Sequence ID**'
- ❖ Articulate how '**Data Provenance Sequence ID**' will be assigned if a '**Data Source System**' has multiple '**Data Sink Systems**'
- ❖ Articulate how to find '**Data Type**' for a given '**Interface Specific Data Element Name**'
- ❖ Identify which '**ID**' column in Data Provenance provide information about Data Source System & Data Sink System
- ❖ Identify the most important information items from the data provenance template where we need to control the **conformity** related content quality dimension
- ❖ Identify the most important information items from the data provenance template where we need to control the **unambiguity** related content quality dimension

Data Usage Map: Trivia Questions

- ❖ Articulate the purpose of the '**Data Utilization Type**' & give at least 3 examples
- ❖ Articulate the difference between **Data Usage Map** & **Data Provenance** for an element in the Data Sink System
- ❖ Articulate the difference between '**Data Element Specific Business Logic Context & Purpose**' & '**Describe The Business Logic Utilizing This Data Element**'



6.0 Data Supply Chain Collaborative Exercise

**Use the Data Supply Chain Templates &
Capture The Technical Assets Information Items Associated With
Charged-Off Process**

Q&A



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