

#SPSBE

The Future State of Document Management, Taxonomies and Metadata in the Cloud

Randy Perkins-Smart | @RandyAtWork



SharePoint Saturday Belgium 2018

Special Tribute Edition

#SPSBE



Patrick Tisseghem

Founding father of BIWUG & true SharePoint master

17/10/1968 - 3/9/2008

Thanks to our sponsors!

Platinum



Gold



Silver



SharePint



Community



The Future State of Document Management, Taxonomies and Metadata in the Cloud

Understanding possible future technologies is often overlooked when implementing current information systems. I propose rather than just considering current technology when implementing information systems organisations should look to future technologies and predict how they will be used and then design current systems with a future state in mind.

This session will take a look at technologies within the Microsoft Cloud (Azure and Office 365) and how using some of the cutting edge innovations are changing the way organisations work.

I'll demonstrate how Machine Learning is impacting the way we consider information and records management.

Agenda

- Introduction
- Data, Taxonomy and Metadata
- Now, Soon and Future
- Summary

Contact Me



Me: Randy Perkins-Smart

Telephone: +44 (0) 20 7175 0105

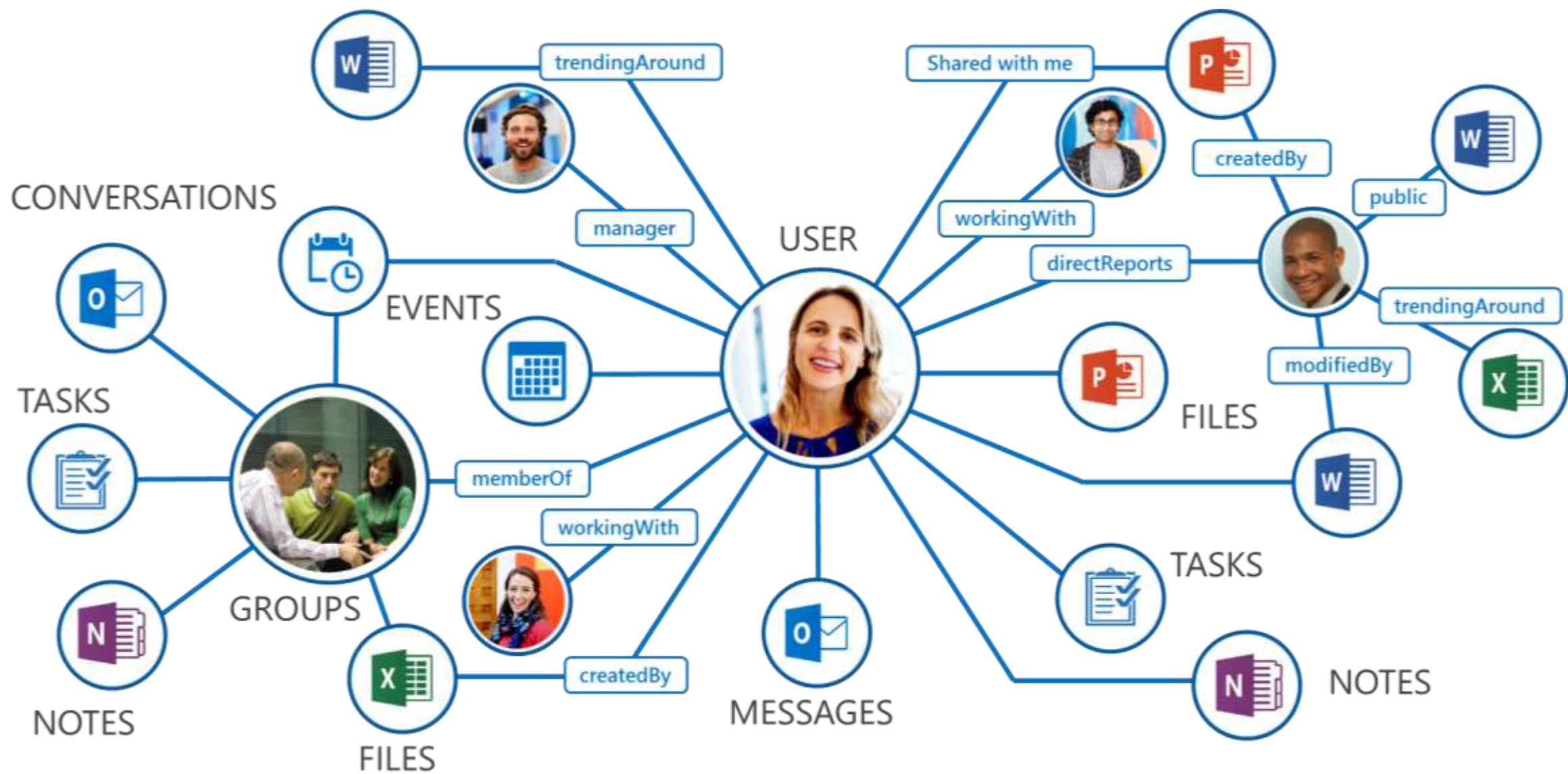
Twitter: @RandyAtWork

LinkedIn:

[LinkedIn.com/in/RandyPerkins](https://www.linkedin.com/in/RandyPerkins)

Experience





Microsoft tweeted at 4:48 pm on Mon, 07 May, 2018

By 2020...

→📱 There will be 30B Connected devices

🏢 Individuals will generate 1.5GB of data per day

🏠 Smart homes will generate 50GB of data per day

🚗 Autonomous vehicles will generate 5TB of data per day

🏢 Smart buildings will generate 150GB of data per day

#MSBuild

<https://twitter.com/Microsoft/status/993517900848746496?s=0>

•Decreasing attention span



- 59% Managers missing information daily
- 20% Time spent looking for the right information

Accelerating content scale
by 2020



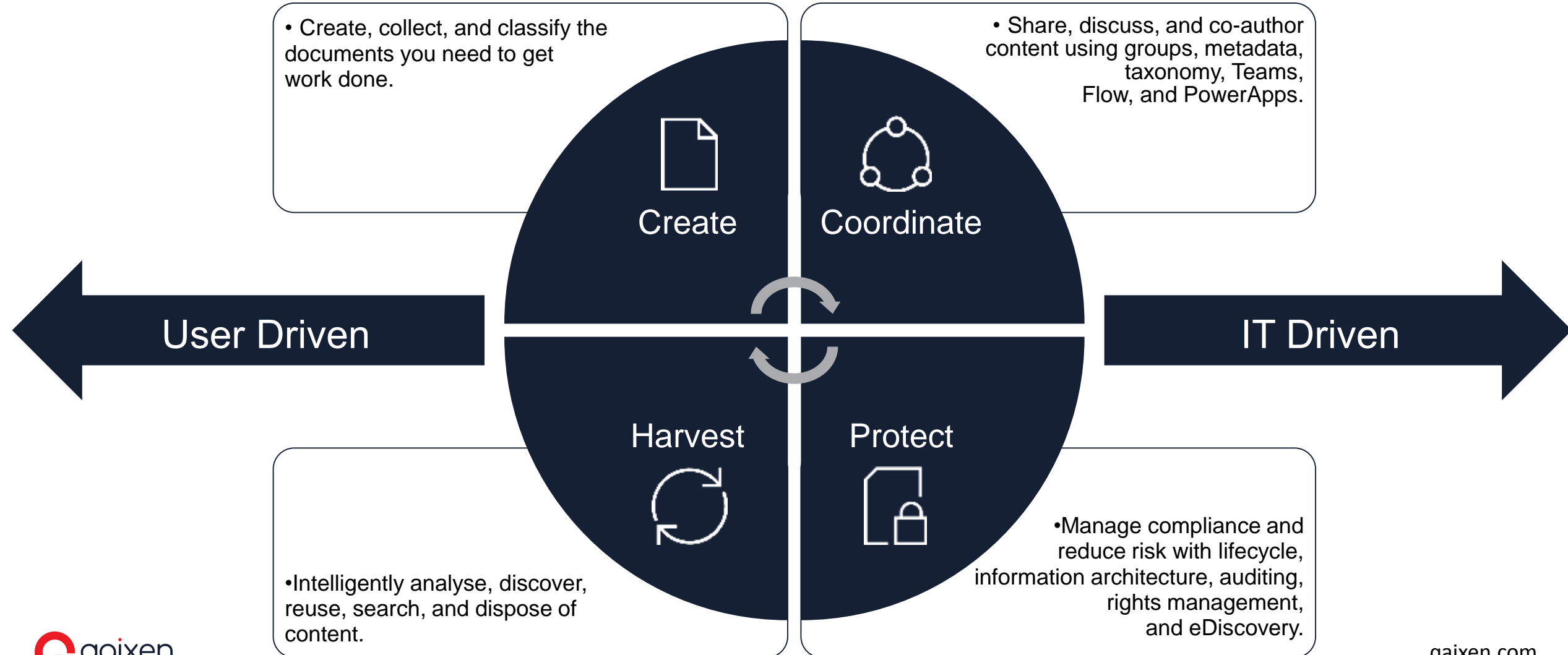
- 44 zettabytes† of data
- >76% unstructured data
- 104 quadrillion average Office docs
- 169 billion standard content DBs

The world is investing in
intelligent tech ‡



- \$5B Machine Learning
- \$3B Computer Vision
- \$1B Natural Language

Aspects of Information Management

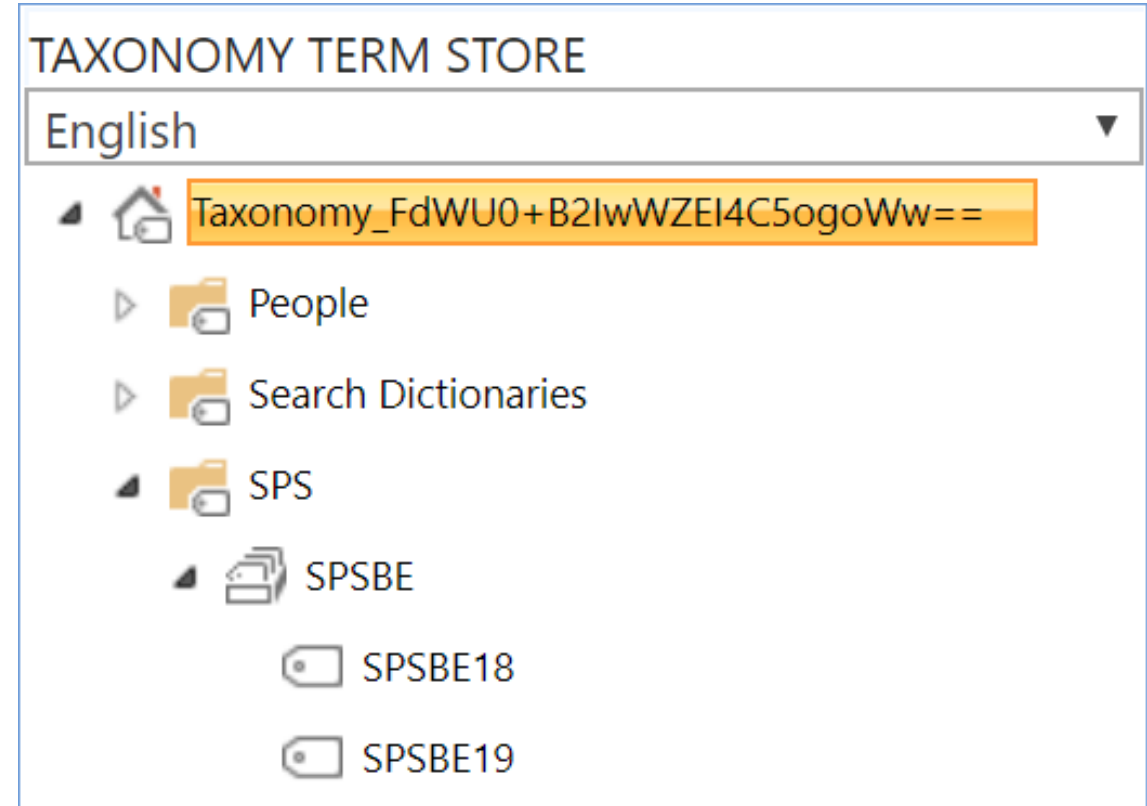


Taxonomies and Metadata

Taxonomy

Wikipedia

Taxonomy is the practice and science of classification of things or concepts, including the principles that underlie such classification.



Metadata

ISO 15489

"Data describing context, content and structure of records and their management through time"

ISO 23081

"initially, metadata define the record at its point of capture, fixing the record into its business context and establishing management control over it."

Asset Classification

Acronym	Description	Details
HBI	High Business Impact	# Loss could result in immediate, direct, considerable impact to the business # Includes Highly Sensitive Personally Identifiable Information (HSPII)
MBI	Moderate Business Impact	# Loss could result in indirect, limited impact to the business # Includes Personally Identifiable Information (PII)
LBI	Low Business Impact	# Loss would result in low, to no, impact to the business # Assets not falling into either HBI or MBI

Privacy Classification

Acronym	Description	Details
PII	Personally Identifiable Information	Any information that identifies or can be used to identify, contact or locate the person to whom such information pertains or from which identification or contact information on an individual person can be derived.
HSPII	Highly Sensitive PII	# Government-provisioned identification credentials # Financial transaction authorization data # Financial profiles # Medical profiles
Not PII	Not Personally Identifiable Information	# Information collected anonymously # Information collected without identification of the individual user # Demographic information not connected to an identified individual

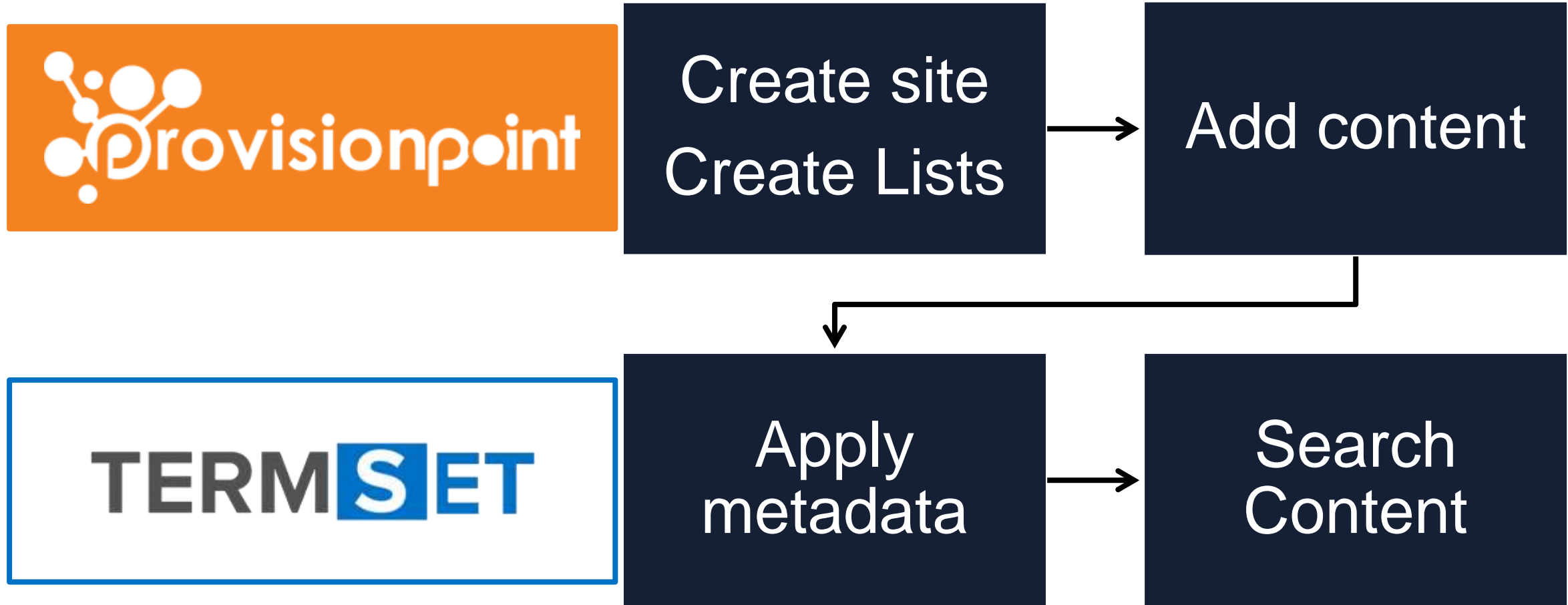
Metadata Management



Real World

ProvisionPoint and TermSet

Automated



TermSet TagR

Automatically applies Metadata and Taxonomies to documents stored within SharePoint, with no burden on the users or the IT team.

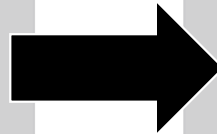
TERM **S** ET +



2 Steps to automatically apply metadata & taxonomies

Discovery

- Discovers metadata terms in your documents and creates taxonomies unique to your content.
- No burden on the users or the IT team.
- Understands the information inside documents, with this information organisations can make decisions during migrations as well as enriching the content with metadata as part of the migration process.
- Automate the Information Architecture process.



Enrich

- Delivers the Google search experience within SharePoint & increases employee productivity.
- As new documents are added they are instantly enriched with metadata & taxonomies.
- Guarantees SharePoint user adoption.
- Remove folder structures & replace them with metadata.
- Write document summaries & tag the language the content is written in.

Before TermSet TagR

Search results for "Microsoft_Press_ebook_Introducing_Power_BI_PDF"

 Name ▾	Modified ▾	Modified By ▾	+ Add column
 Microsoft_Press_ebook_Introducing_P...	2 September, 2017	Randy Perkins-Smart	

After TermSet TagR

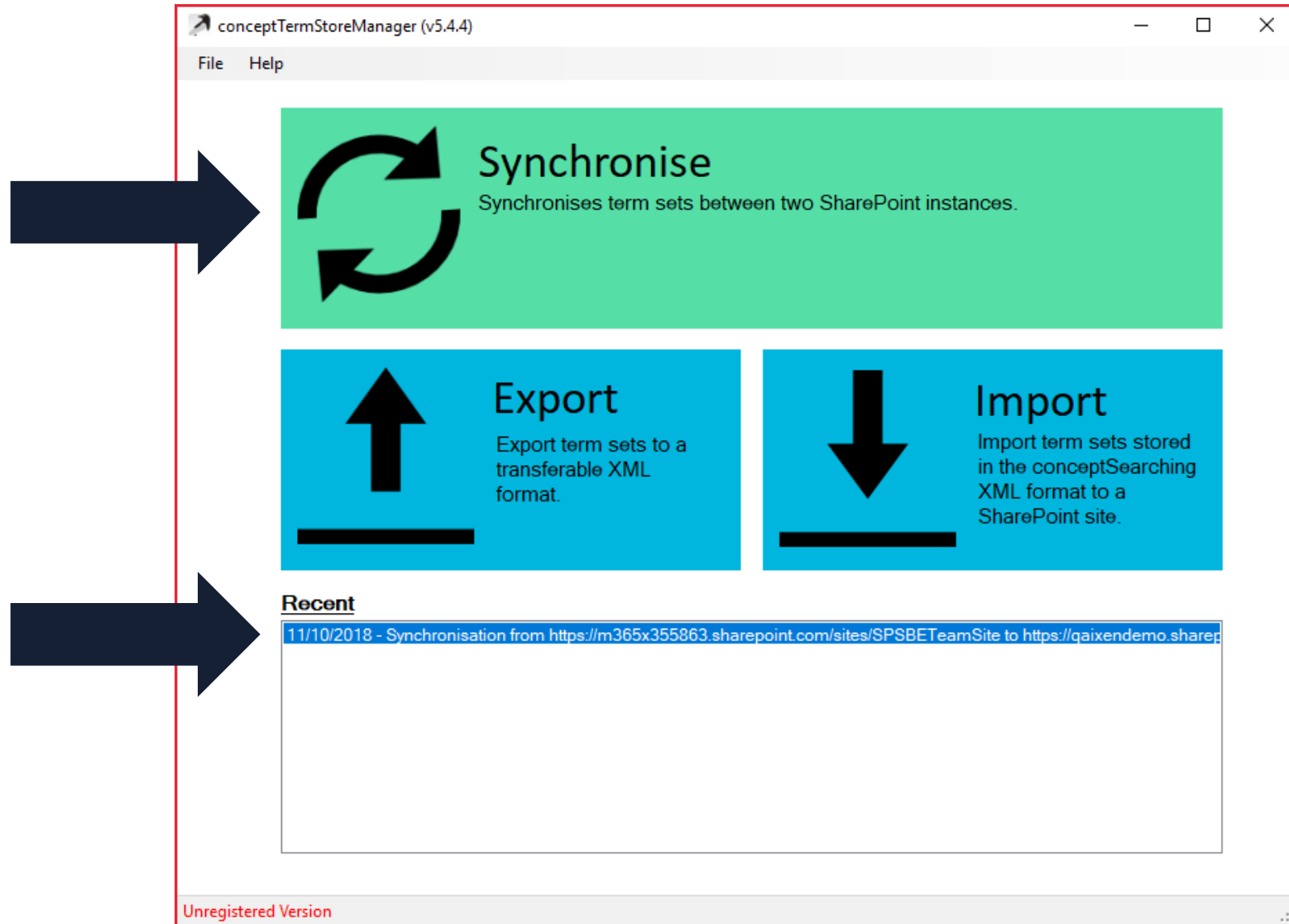
Search results for "Microsoft_Press_ebook_Introducing_Power_BI_PDF"

<div><div></div><div>Name ▾</div></div>		Modified ▾	OPERATINGSYSTEM ▾	TECHNOLOGY ▾	COUNTRY ▾	SUMMARY ▾
<div><div></div><div>Microsoft_Press_ebook_Introducing_P...</div></div>		9 September, 2017	ANDROID	API	BEF	Microsoft_Press_ebook_Introducing_Power_BI_PDF. Introducing Microsoft Power BI Alberto Ferrari and Marco Russo PUBLISHED BY Microsoft Press A division of Microsoft Corporation One Microsoft Way Redmond,
			WINDOWS	APIS	CHINA	
			WINDOWS 10	AZURE	GERMANY	
			WINDOWS O	DAX	LA	
			WINDOWS S	EXCEL	U.S.	
				EXPORT	UNITED STATES	
				GIT	US	
				INBOX	USA	
				IOS		
				IP		
				IPAD		
				IPAD.		
				JAVA		
				MSPINPUT		
				NTERNET		

Real world

conceptTermStoreManager

conceptTermStoreManager – Main Menu



conceptTermStoreManager – Synchronise Termsets - Connection

conceptTermStoreManager (v5.4.4)

File Help

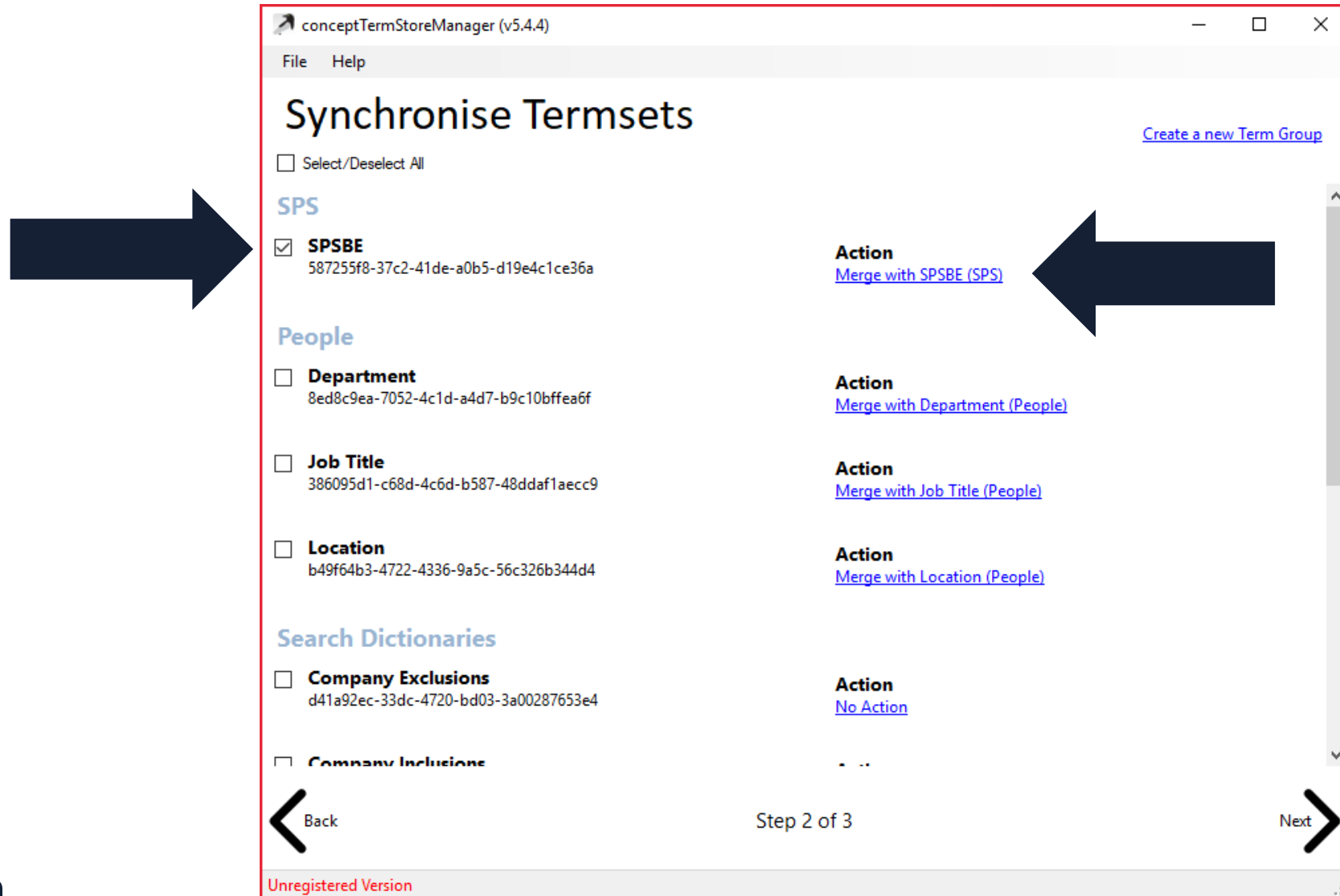
Synchronise Termsets

Source SharePoint farm	Destination SharePoint farm
Site Collection Url ⓘ <input type="text" value="https://m365x355863.sharepoint.com/sites/SPSBETe"/>	Site Collection Url ⓘ <input type="text" value="https://qaixendemo.sharepoint.com/sites/SharePoir"/>
Username ⓘ <input type="text" value="admin"/>	Username ⓘ Copy source credentials <input type="text" value="randy"/>
Domain ⓘ <input type="text" value="M365x355863.onmicrosoft.com"/>	Domain ⓘ <input type="text" value="qaixendemo.com"/>
Password <input type="password" value="*****"/>	Password <input type="password" value="*****"/>
<input type="checkbox"/> Include Site Collection Groups	

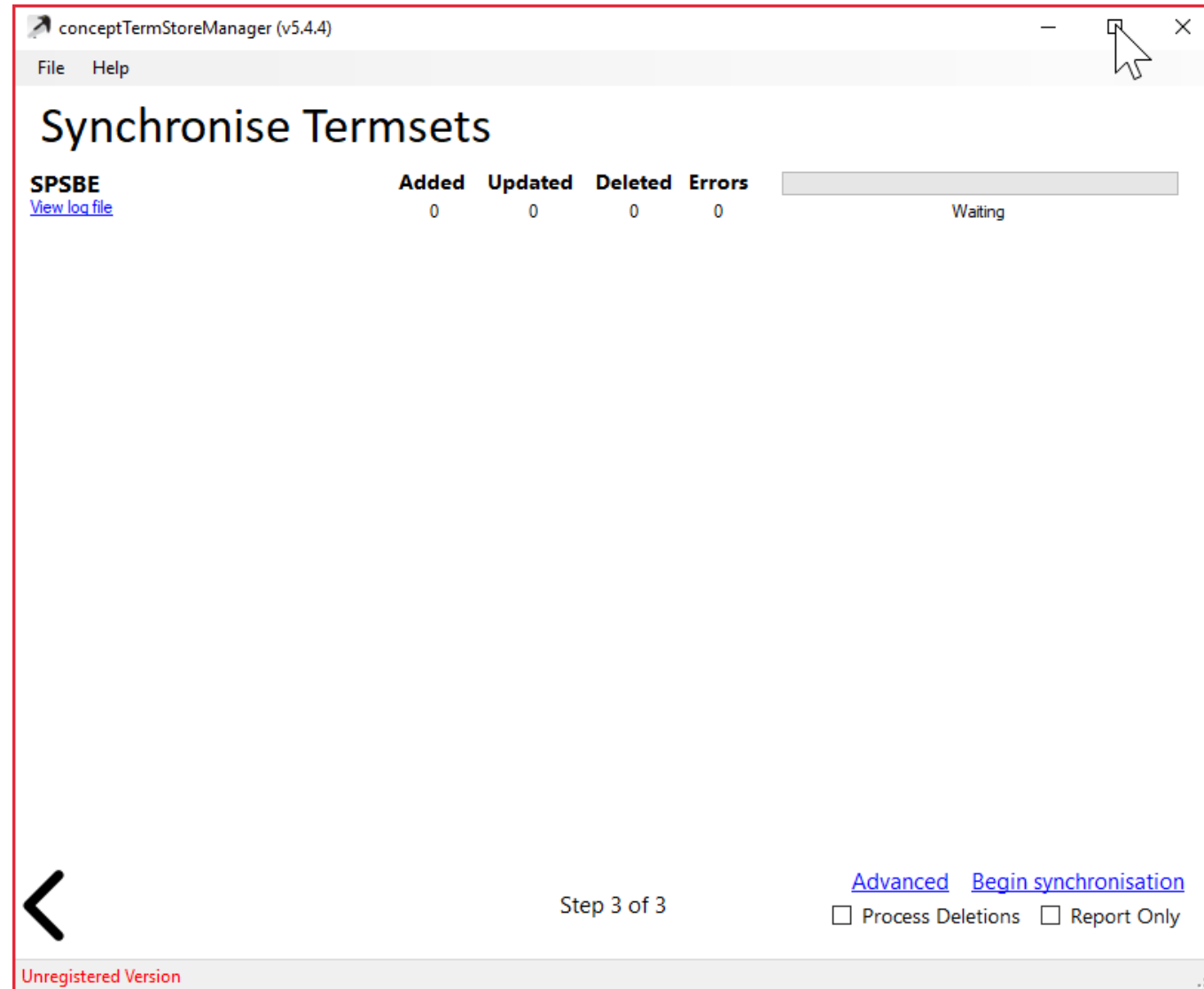
Back to main menu Step 1 of 3 Next

Unregistered Version

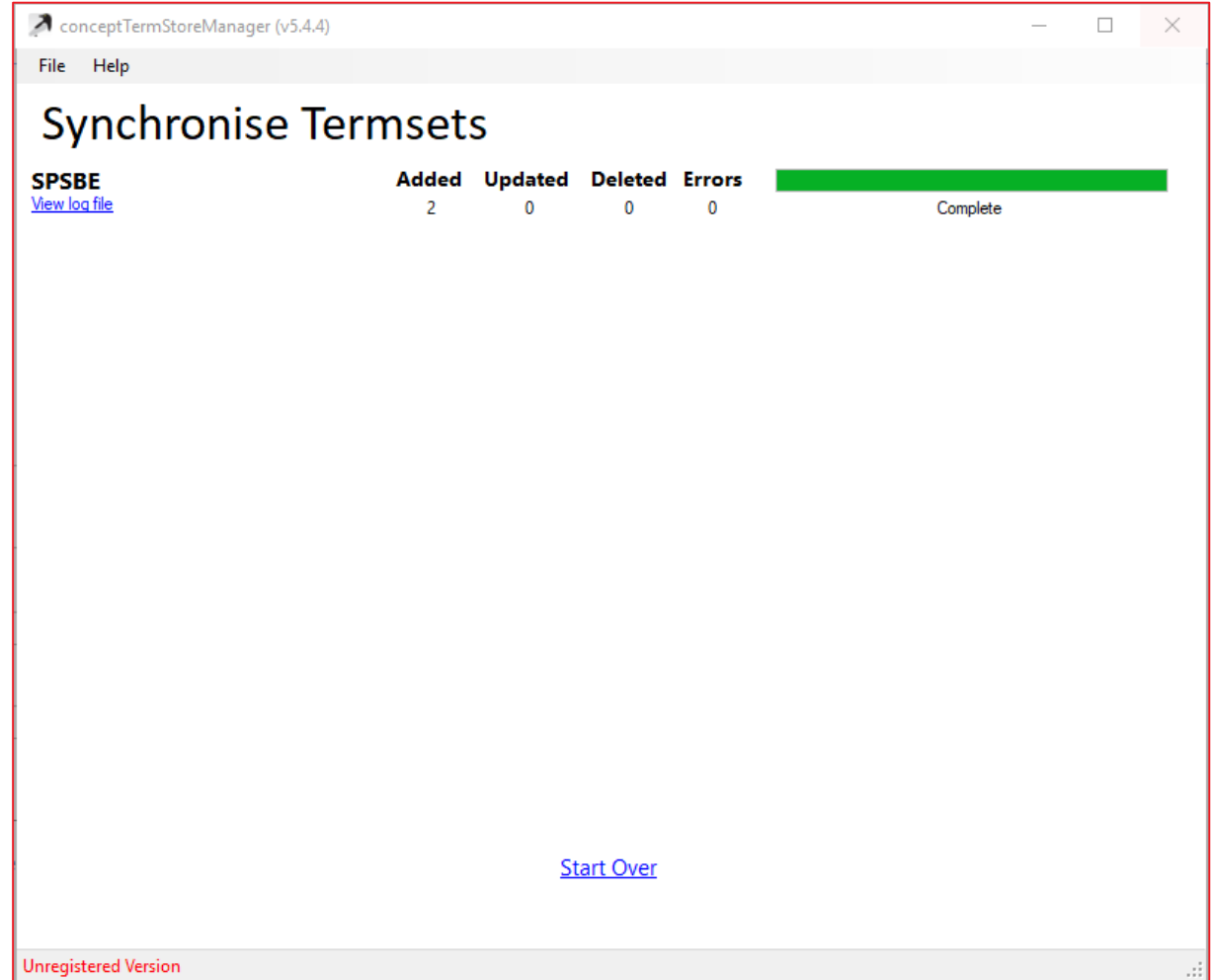
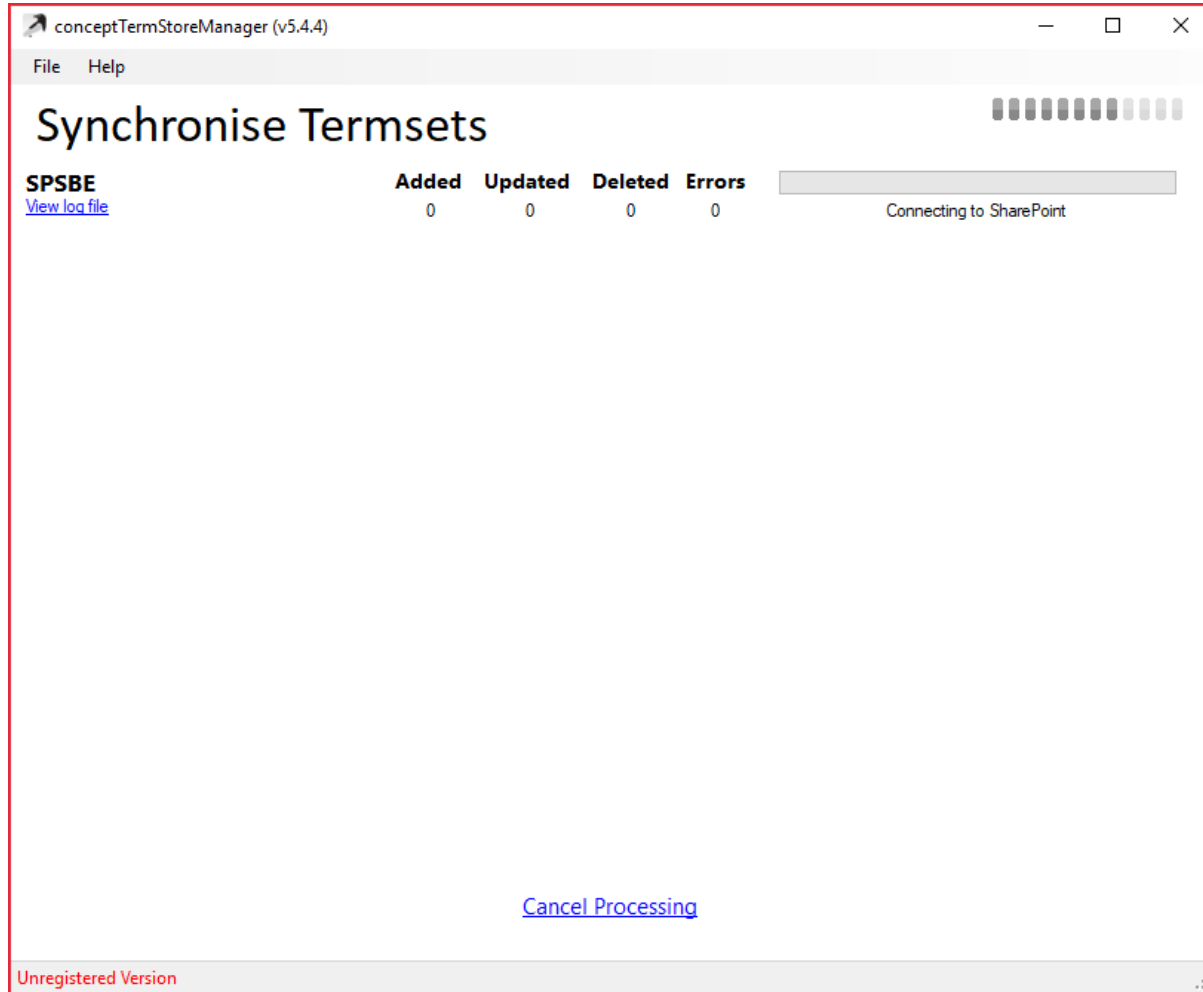
conceptTermStoreManager – Synchronise Termsets



conceptTermStoreManager – Synchronise Termsets



conceptTermStoreManager – Synchronise Termsets



Termsets Synhronised

Taxonomy_FdWU0+B2lwWZEI4C5ogoWw==

- People
- Search Dictionaries

System

SPS

SPSBE

SPSBE18

SPSBE19

in the hierarchy.

Description

Type descriptive text to help users understand the intended use of this term set.

Owner

Identify the primary user or group of this term set.

Contact

Type an e-mail address for term suggestion and feedback. If this field is left blank, the suggestion feature will be disabled.

Stakeholders

This information is used to track people and groups in the organization that should be notified before major changes are made to the term set. You can enter multiple users or groups.

Submission Policy

When a term set is closed, only metadata managers can add terms to this term set. When it is open, users can add terms from a tagging application.

Unique Identifier

587255f8-37c2-41de-a0b5-d19e4c1ce36a



in the hierarchy.

Description

Type descriptive text to help users understand the intended use of this term set.

Owner

Identify the primary user or group of this term set.

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Type an e-mail address for term suggestion and feedback. If this field is left blank, the suggestion feature will be disabled.

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Unique Identifier

587255f8-37c2-41de-a0b5-d19e4c1ce36a

Real world

Site Classification

Enable Site Classification with PowerShell

```
1 # Install the Azure AD Preview Module for PowerShell
2 Install-Module AzureADPreview
3
4 # Connect to Azure AD
5 Connect-AzureAD
6
7 # Create new directory setting and set initial values
8 $template = Get-AzureADDirectorySettingTemplate | where { $_.DisplayName -eq "Group.Unified" }
9
10 $setting = $template.CreateDirectorySetting()
11 $setting["UsageGuidelinesUrl"] = "https://"
12 $setting["ClassificationList"] = "HBI, MBI, LBI, GDPR"
13 $setting["DefaultClassification"] = "MBI"
14 New-AzureADDirectorySetting -DirectorySetting $setting
```

Account	Environment	TenantId	TenantDomain	AccountType
randy@	AzureCloud	e822fb88-aa80-4317-aba7		User


```
Id      : 365e465b-fd14-4029-a22c
DisplayName :
TemplateId : 62375ab9-6b52-47ed-826b-58e47e0e304b
Values   : {class SettingValue {
              Name: CustomBlockedWordsList
              Value:
            }, class SettingValue {
              Name: EnableMSSStandardBlockedWords
              Value: False
            }, class SettingValue {
              Name: ClassificationDescriptions
              Value:
            }, class SettingValue {
              Name: DefaultClassification
              Value: MBI
            }
            ...}
```

Update site classification with PowerShell

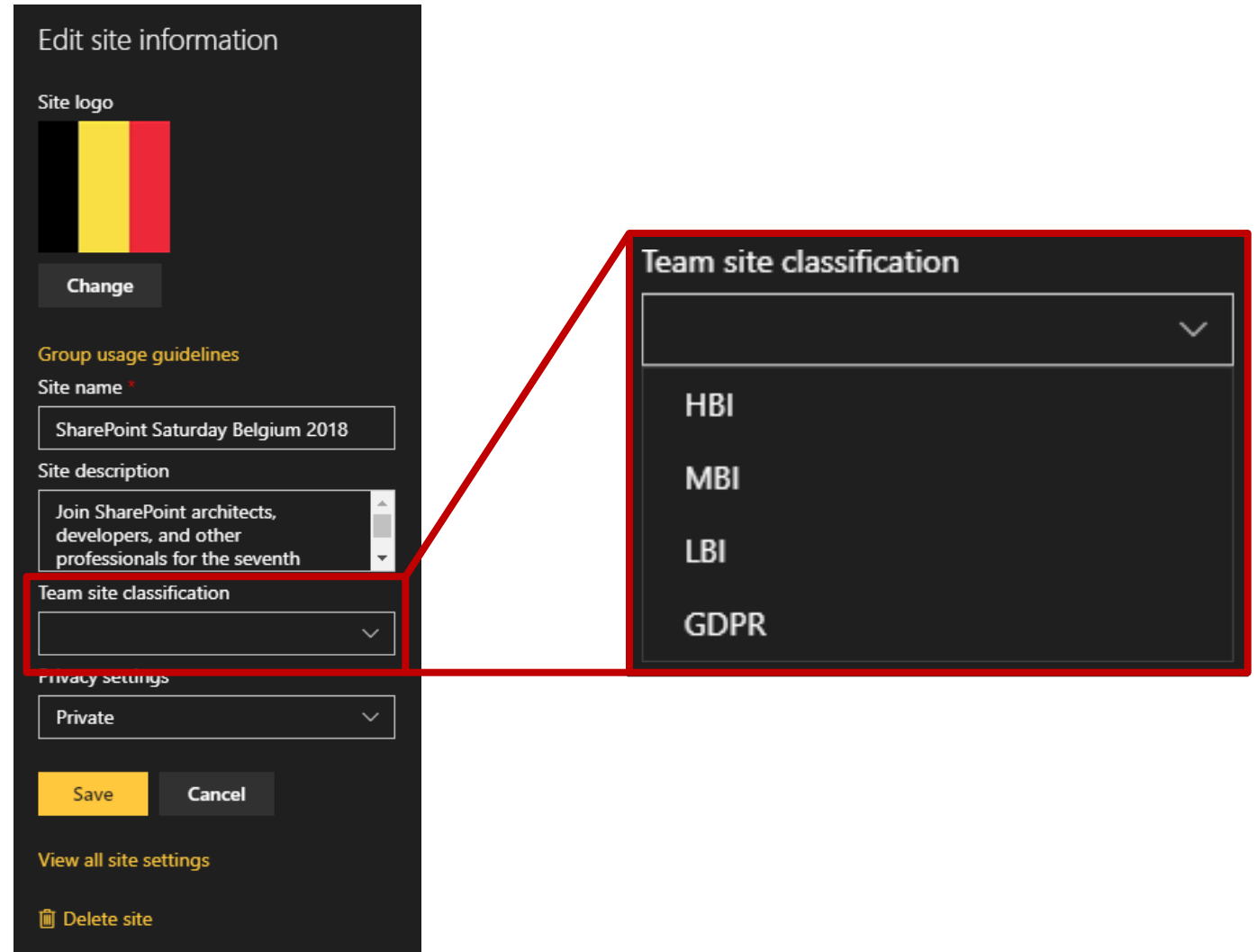
```
1 # Connect to Azure AD
2 Connect-AzureAD
3
4 # Read current settings
5 (Get-AzureADDirectorySetting | where { $_.DisplayName -eq "Group.Unified" }).Values
6
7 # Update settings
8 $currentSettings = Get-AzureADDirectorySetting | where { $_.DisplayName -eq "Group.Unified" }
9 $currentSettings["UsageGuidelinesUrl"] = "https://aka.ms/sppnp/sites/Information-Classification"
10 $currentSettings["ClassificationList"] = "HBI, MBI, LBI, GDPR"
11 $currentSettings["DefaultClassification"] = "MBI"
12 Set-AzureADDirectorySetting -Id $currentSettings.Id -DirectorySetting $currentSettings
```

Account	Environment	TenantId	TenantDomain	AccountType
randy@		om AzureCloud	e822fb88-aa80-4	ndemo.com User

Name : CustomBlockedWordsList	Name : GuestUsageGuidelinesUrl
Value :	Value :
Name : EnableMSStandardBlockedWords	Name : GroupCreationAllowedGroupId
Value : False	Value :
Name : ClassificationDescriptions	Name : AllowToAddGuests
Value :	Value : True
Name : DefaultClassification	Name : UsageGuidelinesUrl
Value : MBI	Value : https://aka.ms/sppnp
Name : PrefixSuffixNamingRequirement	Name : ClassificationList
Value :	Value : HBI,MBI,LBI,GDPR
Name : AllowGuestsToBeGroupOwner	Name : EnableGroupCreation
Value : False	Value : True
Name : AllowGuestsToAccessGroups	
Value : True	

SharePoint site classification labels

1. Settings
2. Site Information
3. Team site classification



The image shows a screenshot of the 'Edit site information' page in SharePoint. A red box highlights the 'Team site classification' dropdown menu, which is expanded to show a list of classification labels: HBI, MBI, LBI, and GDPR. A red line connects the dropdown menu in the main page to the expanded view.

Edit site information

Site logo

Change

Group usage guidelines

Site name *

SharePoint Saturday Belgium 2018

Site description

Join SharePoint architects, developers, and other professionals for the seventh

Team site classification

Privacy Settings

Private

Save Cancel

View all site settings

Delete site

Team site classification

HBI

MBI

LBI

GDPR

Microsoft Search

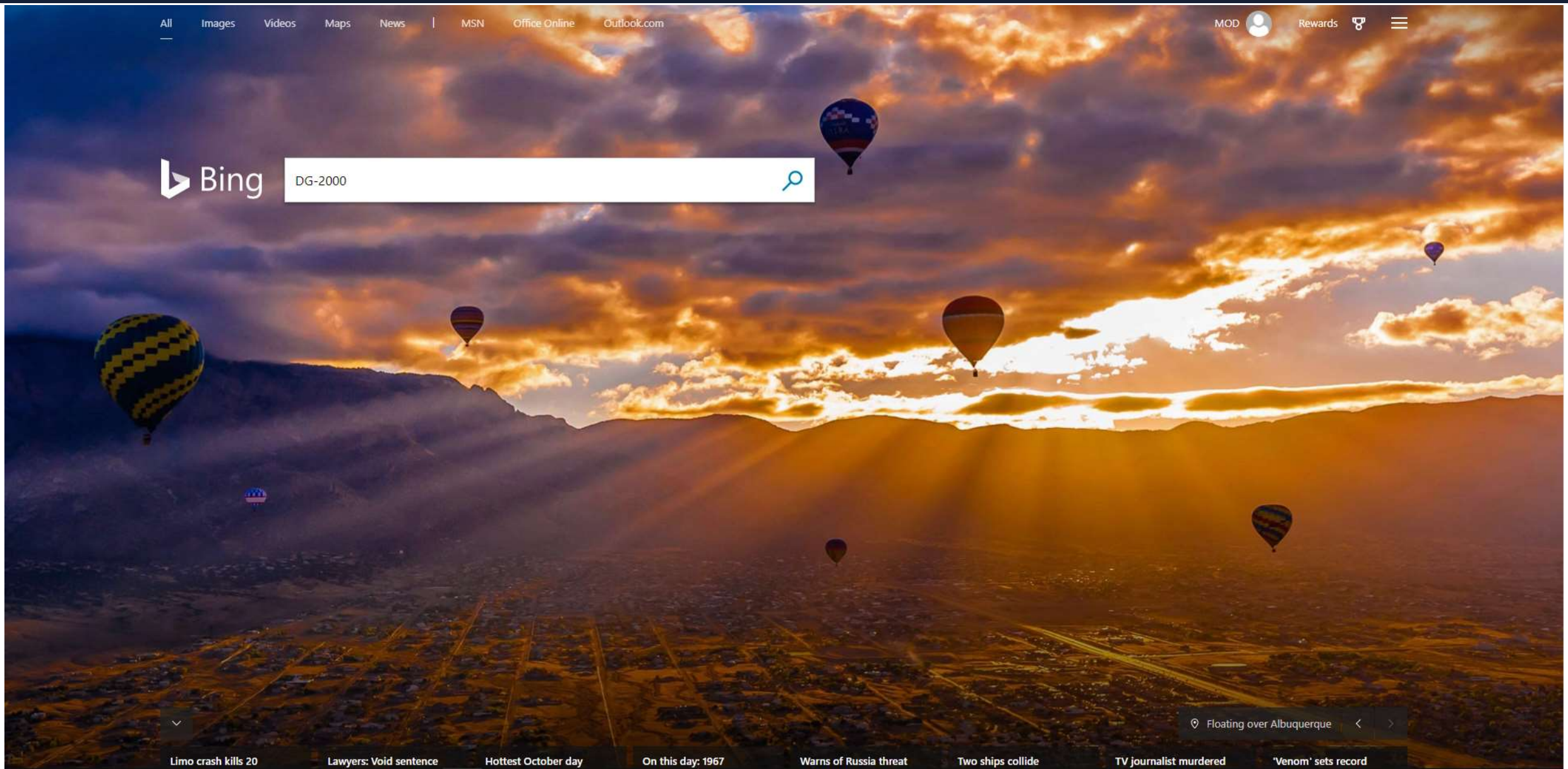
Microsoft Search

- Bing
- Edge
- Excel
- Microsoft Teams
- Office.com
- OneNote
- Outlook
- PowerPoint
- SharePoint
- Sway
- Windows
- Consistent cross app search experience
- Search will move to a prominent, consistent place
- Personalized results as soon as you click in the search box, such as people you share with the most and documents you were working on recently.
- The search box itself will also command the application where you are working. For example, begin typing “acc” in Word to get list of suggested actions such as Accept Revision or Accessibility Checker. You no longer need to hunt through toolbars to look for a command.
- Search results will include results from across your organization.
- Extending that same organizational search experience wherever you are working—in Bing.com (when signed in with your Office 365 account), Edge or Windows. Search wherever you want to and get the same experience.
- Unified administration of search results

Real World

Microsoft Search

Bing – Begin Search



Bing – Search Results

16,400 Results

Date ▾

Language ▾

Region ▾

DG-2000 Expanding Air Shafts | Core Shafts | Double E ...

www.doubleeint.com/za/core-shafts/air-shafts.htm

DG-2000 Air Shafts . Competing air shaft bladders are made with a common form of neoprene rubber which requires frequent replacement due to stretching ...

DG2000 Arbitrary Waveform Function Generators | Rigol ...

<https://www.rigolna.com/products/waveform-generators/dg2000>

Digital & mixed signal scopes for low speed embedded debug and serial data applications 70 - 300 MHz, 2 analog channels and up to 16 digital channels


(@dg.2000) • Instagram photos and videos

<https://www.instagram.com/dg.2000>

160 Followers, 74 Following, 8 Posts - See Instagram photos and videos from (@dg.2000)

Images of DG-2000

bing.com/images



See more images of DG-2000

2000 piece jigsaw puzzle art collection Mickey Mouse DG ...

www.amazon.co.uk › Jigsaws & Puzzles › Jigsaw Puzzles

Shop 2000 piece jigsaw puzzle art collection Mickey Mouse DG-2000-533 [size tightly] (japan import). Free delivery and returns on eligible orders of £20 or more.

Reviews: 2

Collision D.G. 2000 - Home | Facebook

<https://www.facebook.com/collisiondg2000>

Collision D.G. 2000. 21 likes. Automotive Body Shop

Microsoft Search

×

Welcome to Microsoft Search!
Let's get started.

Try searching...

me

my documents

Learn more

MOD


Rewards


☰


Make Bing your search engine


➤


Bing – Show “DG-2000” Results





MOD 

Rewards 




All Images Videos Maps News Shopping | My saves


Make Bing your search engine >


Microsoft Search All results Files Sites Conversations


Visibility Hide ^





Files

 DG-2000 Product Overview


 CONTOSO

 DG-2000 Product Specification


 Design and Feature Ideas


 Go to Market Plan


1 more result >





Sites

 DG-2000 Feedback
<https://m365x355863.sharepoint...>


 DG-2000 Product Team
<https://m365x355863.sharepoint...>

 DG-2000 Product Team - Site Ass...
<https://m365x355863.sharepoint...>


 DG-2000 Product Team - Site Pa...
<https://m365x355863.sharepoint...>


 DG-2000 Feedback - Site Pages
<https://m365x355863.sharepoint...>


See more results >




Yammer

 Grady Archie
Public Message
For their work on the DG-2000 pre-release info. It was...
Sep 12


 Megan Bowen
Public Message
Lidia Holloway and I compiled some pre-release information...
Sep 12

 Lidia Holloway
Public Message
Here is our latest Design and Feature Ideas deck. I am...
Sep 12

5 more results >




Teams


 Christie Cline
Public Message
The DG-2000 chargers are selling really fast
Sep 13


See more on Microsoft Teams >

Looking for a bookmark?
Suggest one...



Try searching...

 me

 my documents

Suggest a bookmark >

Only Contoso employees can see this | Feedback

16,400 Results Date Language Region


DG-2000 Expanding Air Shafts | Core Shafts | Double E ...
www.doubleeint.com/za/core-shafts/air-shafts.htm
DG-2000 Air Shafts . Competing air shaft bladders are made with a common form of neoprene rubber which require frequent replacement due to stretching ...

DG2000 Arbitrary Waveform Function Generators | Rigol ...
<https://www.rigolna.com/products/waveform-generators/dg2000>
Digital & mixed signal scopes for low speed embedded debug and serial data applications 70 - 300 MHz, 2 analog channels and up to 16 digital channels


@dg_2000 • Instagram photos and videos

Bing – Contoso Files

Microsoft Search All results **Files** Sites Conversations




Files

 DG-2000 Product Overview


takes a glance to see that the Contoso **DG-2000** is ahead of the curve in helping users of ... The **DG-2000** is just the next in the line of dynamic, feature-rich devices from Contoso ...

[SharePoint/.../Shared Documents/Forms/AllItems.aspx](#)
Modified by [Alex Wilber](#)
Modified on: 8/8/2017

 CONTOSO


The **DG-2000** is just the next in the line of dynamic, feature-rich devices from Contoso ... takes a glance to see that the Contoso **DG-2000** is ahead of the curve in helping users of ...

[SharePoint/.../Shared Documents/Forms/AllItems.aspx](#)
Modified by [Alex Wilber](#)
Modified on: 8/4/2017

 DG-2000 Product Specification


This is a working reference document for use by the product team ... Please add or reply to comments where you have changes, queries, or action items ... Not necessary to use track changes ...

[SharePoint/.../Shared Documents/Forms/AllItems.aspx](#)
Modified by [Lidia Holloway](#)
Modified on: 8/23/2017

 Design and Feature Ideas

Slice and orient the model for build process ... Nozzle is heated to keep material pliable ... Stepper motors move the extrusion head ... Photopolymer is layered to create model ...

[SharePoint/.../Shared Documents/Forms/AllItems.aspx](#)
Modified by [Provisioning User](#)
Modified on: 9/6/2017

 Go to Market Plan


[SharePoint/.../Shared Documents/Forms/AllItems.aspx](#)
Modified by [Provisioning User](#)
Modified on: 9/5/2017


See more on Office.com >


Bing – Contoso Sites


Microsoft Search All results Files **Sites** Conversations

Site results for **dg-2000**

 **DG-2000 Feedback**
<https://m365x355863.sharepoint.com/sites/dg-2000feedback>
Updated on: 9/8/2018
Come here to share your feedback about our flagship product.

 **DG-2000 Product Team**
<https://m365x355863.sharepoint.com/sites/DG-2000ProductTeam>
Updated on: 9/8/2018
Welcome to the DG2000 Product Team.

 **DG-2000 Product Team**
<https://m365x355863.sharepoint.com/sites/DG-2000ProductTeam/SiteAssets/Forms/AllItems.aspx>
Updated on: 9/13/2018
Use this library to store files which are included on pages within this site, such as images on Wiki pages.

 **DG-2000 Product Team**
<https://m365x355863.sharepoint.com/sites/DG-2000ProductTeam/SitePages/Forms/ByAuthor.aspx>
Updated on: 9/8/2018

See more on Office.com >


Bing – Contoso Conversations

Microsoft Search

All resultsFilesSitesConversations

Conversation results for dg-2000


AllTeamsYammer



Christie Cline
Public Message

The DG-2000 chargers are selling really fast


9/13/2018



Grady Archie
Public Message

For their work on the DG-2000 pre-release info. It was especially helpful from an R&D perspective.


9/12/2018



Megan Bowen
Public Message

Lidia Holloway and I compiled some pre-release information about the DG-2000. It might be worthwhile to review this ahead of our...


9/12/2018



Lidia Holloway
Public Message

Here is our latest Design and Feature Ideas deck. I am interested in hearing from the field whether we are emphasizing the correct...


9/12/2018



Isaiah Langer
Public Message

We are getting more requests to have better studio-level support. One publishing company I work with would like to use the...


9/12/2018



Lidia Holloway
Public Message

Would love to get feedback about our initial "Go to Market" plan. I am especially interested in hearing what features we should be...

9/12/2018



Lidia Holloway
Public Message

Irvin gathered a lot of feedback across all our selling partners. The report he generated should give us plenty to talk about at our...

9/12/2018

Only Contoso employees can see this

Feedback

Bing - Me



Megan Bowen
Marketing Manager

+1 412 555 0109

 MeganB@M365x355863.OnMicro...

12/1110

About

Files

Organization

Groups

Organization

Reports to



Miriam Graham
Director

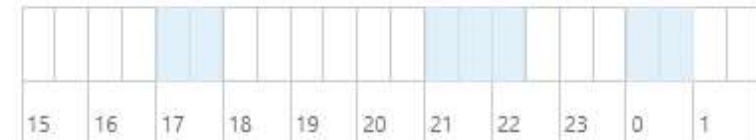
Shares same manager



Department
Marketing

Today's events

GMT+01:00
(British Summer Time)



Upcoming events



Sales Team Meeting

Today 17:00 - 18:00 (in 7.5 hours)
Conference Room - Adams



Weekly check-in with Engineers

Today 21:00 - 22:30 (in 11.5 hours)
Engineering lab

Azure

Explore the power and possibilities of Azure

<http://www.concurrency.com/landing/azure-periodic-table>

CATEGORIES

COMPOUNDS

 Management & Security	 Data & Storage	 Media & CDN
 Compute	 Web & Mobile	 Analytics
 Developer Services	 Hybrid Integration	 Internet of Things
 Networking	 Identity Access & Management	



SECURITY CENTER



LINUX HUB



VIRTUAL MACHINES



SCHEDULER



SERVICE FABRIC



AUTOMATION



BATCH



VPN GATEWAY



EXPRESSROUTE



AZURE DNS



APPLICATION GATEWAY



AZURE BACKUP



BIZTALK SERVICES



CDN



DATA CATALOG



DATA FACTORY



DATA LAKE ANALYTICS



MACHINE LEARNING



OPINSIGHTS



REMOTEAPP



RESERVED IP



VIRTUAL NETWORK



TRAFFIC MANAGER



LOAD BALANCER



SITE RECOVERY



SERVICE BUS



MEDIA SERVICES



HDINSIGHT



TABLE/BLOB STORAGE



DATA LAKE STORAGE



STREAM ANALYTICS



KEY VAULT



CLOUD SERVICES



PUBLIC IP



LOGIC APPS



API APPS



APP SERVICES



API MANAGEMENT



MOBILE APPS



MOBILE ENGAGEMENT



WEB APPS



CUSTOM DOMAIN



SSL CERTIFICATES



NOTIFICATION HUBS



DEV TEST LABS



VS APP INSIGHTS



VS ONLINE



SQL DATABASE



SQL DATA WAREHOUSE



DOCUMENTDB



CACHE



SEARCH



STORAGE



STORSIMPLE



IMPORT / EXPORT



PREMIUM STORAGE



SQL ELASTIC DB



AZURE IOT HUB



EVENT HUBS



POWERBI

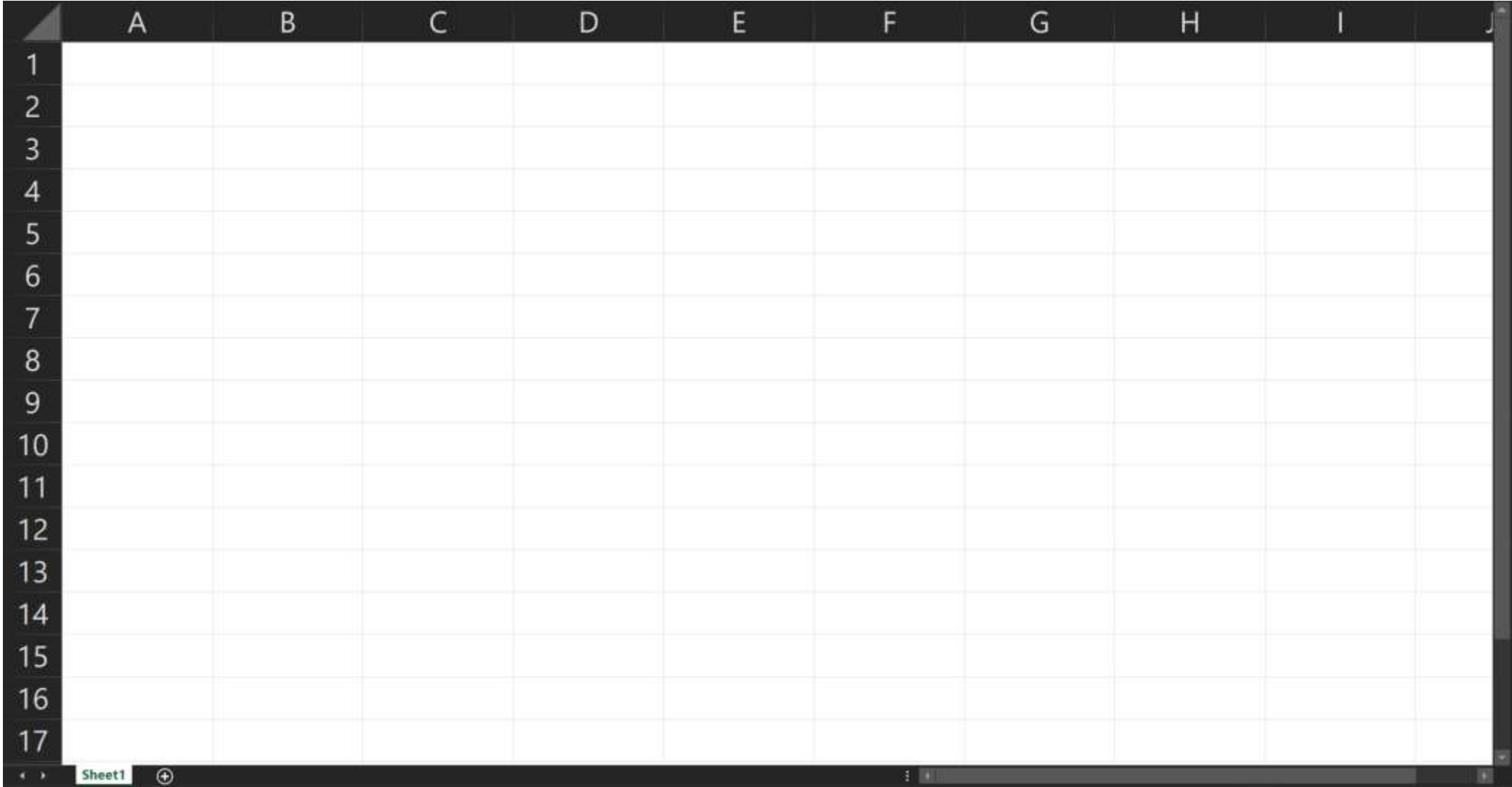
Artificial Intelligence (AI) or Machine Learning (ML)

AI is a branch of computer science attempting to build machines capable of intelligent behaviour, while...

...machine learning... [is] “the science of getting computers to act without being explicitly programmed”.

<http://www.wired.co.uk/article/machine-learning-ai-explained>

Excel Flash Fill



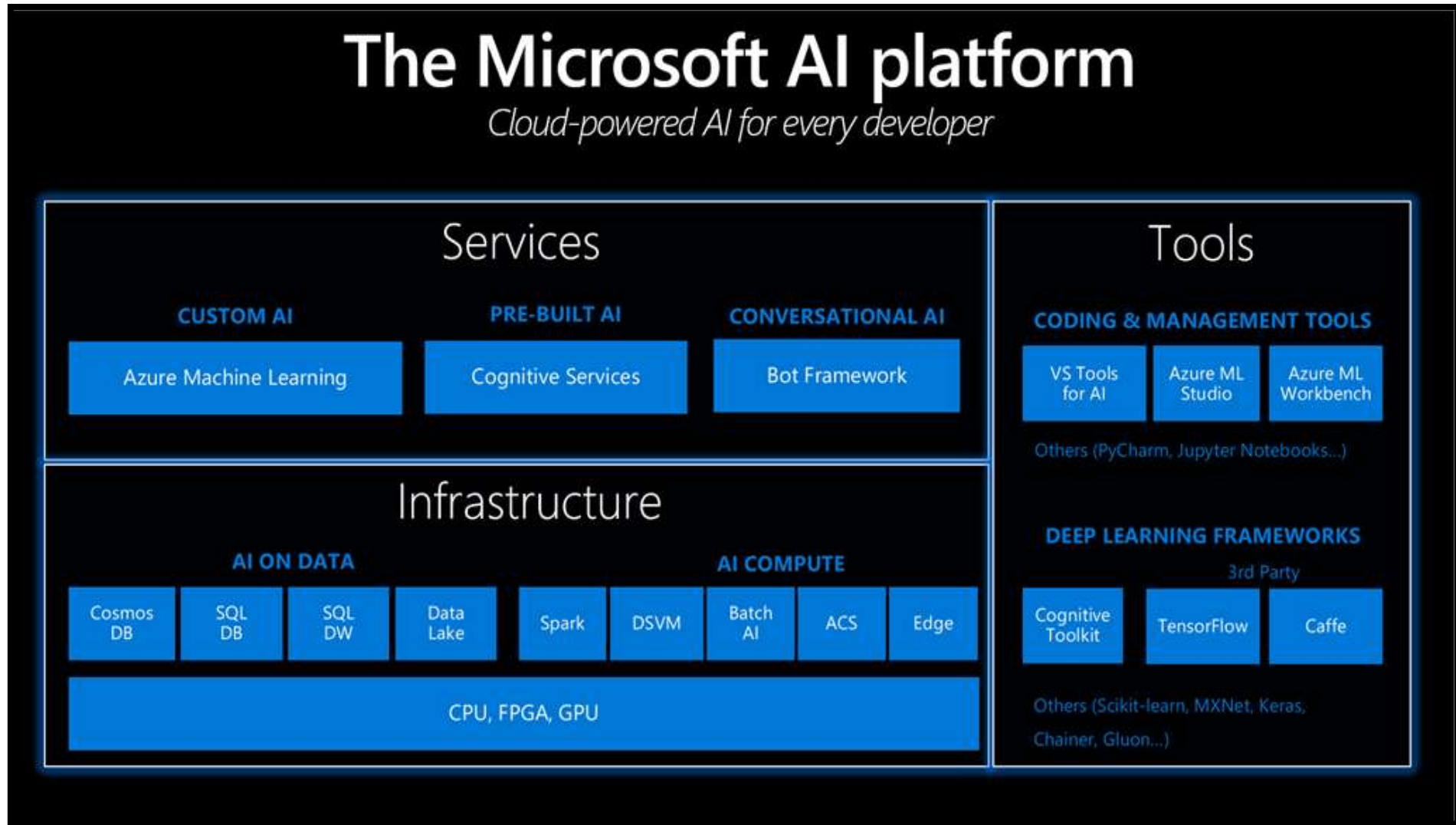


National Basketball Association uses Microsoft AI

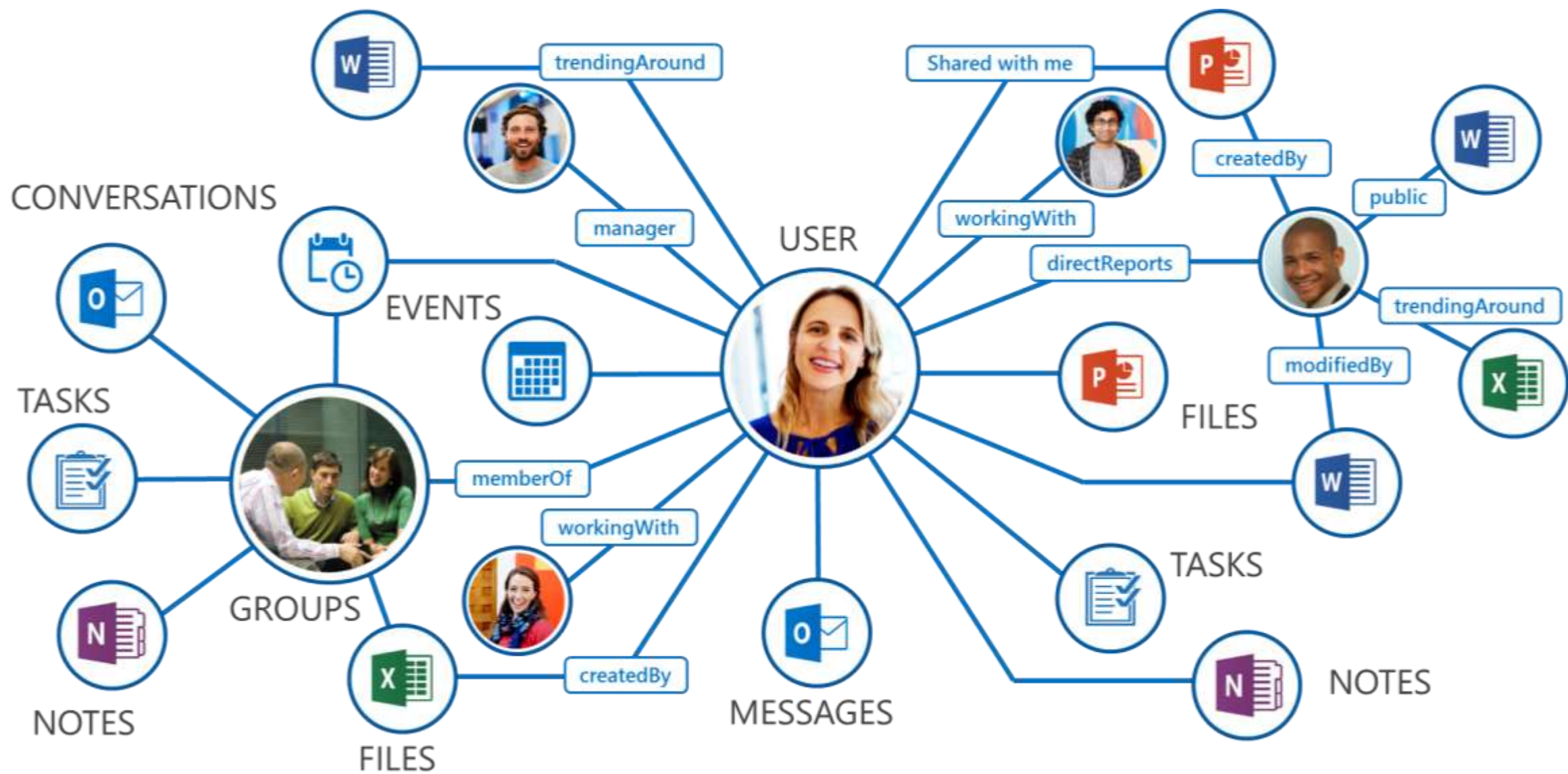
- Challenge
 - Each regular season generates TBs
 - Not enough man power to catalogue information
- Aim:
 - Organise content
 - Surface patterns
- Technology
 - Blob storage
 - Cognitive skills

<https://www.youtube.com/watch?v=8i4snWofThk> 08:00 – 09:00

The Microsoft AI platform and NBA Video



Summary



#SPSBE

THANK
YOU



SharePoint Saturday Belgium 2018

#SPSBE



Please rate this session!

<http://spsbe.be>



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