**Project Proposal Guidelines**

**Project Template**

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| **Project title: Cortex** Migration Project | |
| **Prepared By:** Prathima Authur | **Date:** 10-02-2023 |
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| **Situation/Problem/Opportunity: \***Data migration project is upgrading a server to moving to a new data center, from launching a new application to integrating the resources of a newly acquired enterprise. In this project, data is migrated from DDH server to Cortex system. \* To create a refined Data Warehouse, firstly we need to integrate from various systems of all data which may be very time and resource-consuming. Cloud Data Lakes mitigate these problems, while not requiring them to form the final data structure. If we wish to further reduce time and effort for additional data set integration, you may use a metadata driven framework. \*Enable everyone in our organization to effortlessly discover trustworthy data, with experiences tailored for each personal. Build confidence in our data with a comprehensive view of business, operational, and technical context, all in one place. Minimize redundant and manual work. Spend minutes, not days, resolving issues with detailed lineage, documentation, and ownership information all in one place. | |
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| **Purpose Statement (Goals):** Migrate legacy server to new server containing all features with all databases to a newer version and updated system. In this project the main goal is to move data efficiently and quickly to avoid or minimize disrupting business operations. | |  |
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| **Project Objectives:** \*Have a clear understanding of organization’s data needs and requirements \*Well-defined data management process which Includes data integration, data quality, data security, and data archiving. \*Continuous monitoring and improvement: We’ll need to continuously monitor and improve the data hub, and ensure that it remains aligned with your organization’s goals and objectives. \* And also, to ensure data accuracy, completeness and consistency. | |  |
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| **Success Criteria:** \*Success criteria help focus efforts and resources on achieving project goals and ensure that project outcomes align with strategic objectives \*Data quality: Data quality rules are guidelines that establish acceptable and unacceptable data conditions. These rules should be specific to attributes like accuracy, consistency, timeliness, and validity. \*Usage analytics: Team should Understand user and dashboard usage metrics which helps to optimize the performance and adoption of a data platform.  Community contributions: Data Migration’s community-driven approach should include regular town hall meetings where users and the core team can discuss the platform's direction, share insights, and highlight new features. | |  |
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| **Methods/Approaches:** \*The data migration project team should present the data quality committee with findings about data quality issues. The Project Committee is the responsible party for the migration initiative. \* Project involves a lot of preparation and post-migration activities, including planning, creating backups, quality testing, and validation of results. \*In this project, Alliance Bernstein is the vendor which is identified by demonstrations and reviews. Provide training to the end users and technical team and establish support processes. \* After migration Go Live with a new system i.e. Cortex system. | |  |
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| **Resources:** \* People - Project team members, client community and ITS team. \* Time - Implementation to be done within 18 months. \* Budget – hardware, software, training and services not to exceed $ 200 \* Other – third party software evaluation, site visits, Dataquest reports – not to exceed $ 100 | |  |
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| **Risks and Dependencies:** Here are some risks and dependencies in a Data Migration project which should be kept in mind and ensure to avoid such things \*Data quality issues: These can include gaps, inconsistencies, errors, duplication, or incompleteness. \*Security vulnerabilities \*Understanding the source data \*Data mapping \*Data backup \*Application dependency mapping | |  |
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| **To Be Completed by Appropriate Manager** |  |  |
| Project Sponsor: | Project Manager: |  |