Business Glossary Development Tools and process

BRIDG (Business Reporting and Intelligence & Data Governance)

Business glossaries are a critical tool within any university. UNSW systems contain a plethora of terms, all requiring definition, the trick is to get them consolidated and co-located.
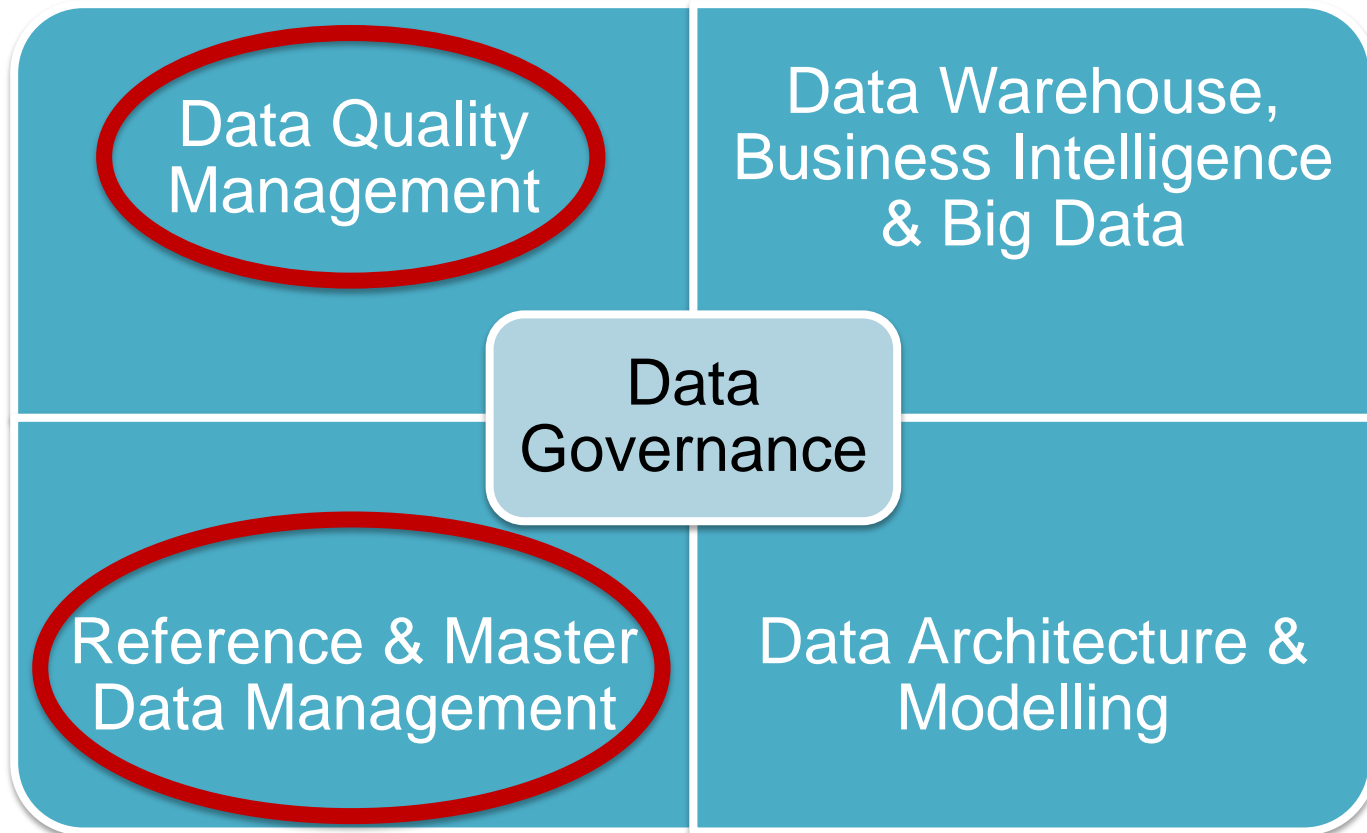
Dr. Alex Blagus

Dr. Alex Blagus
Classification: Public

DATA & INFORMATION GOVERNANCE

Information Governance

- Appropriate use
- Business value
- Information meaning
- Information Life–cycle
- Information Ownership
- Privacy

Data Governance

- Data transparency
- Data lineage
- Data Quality
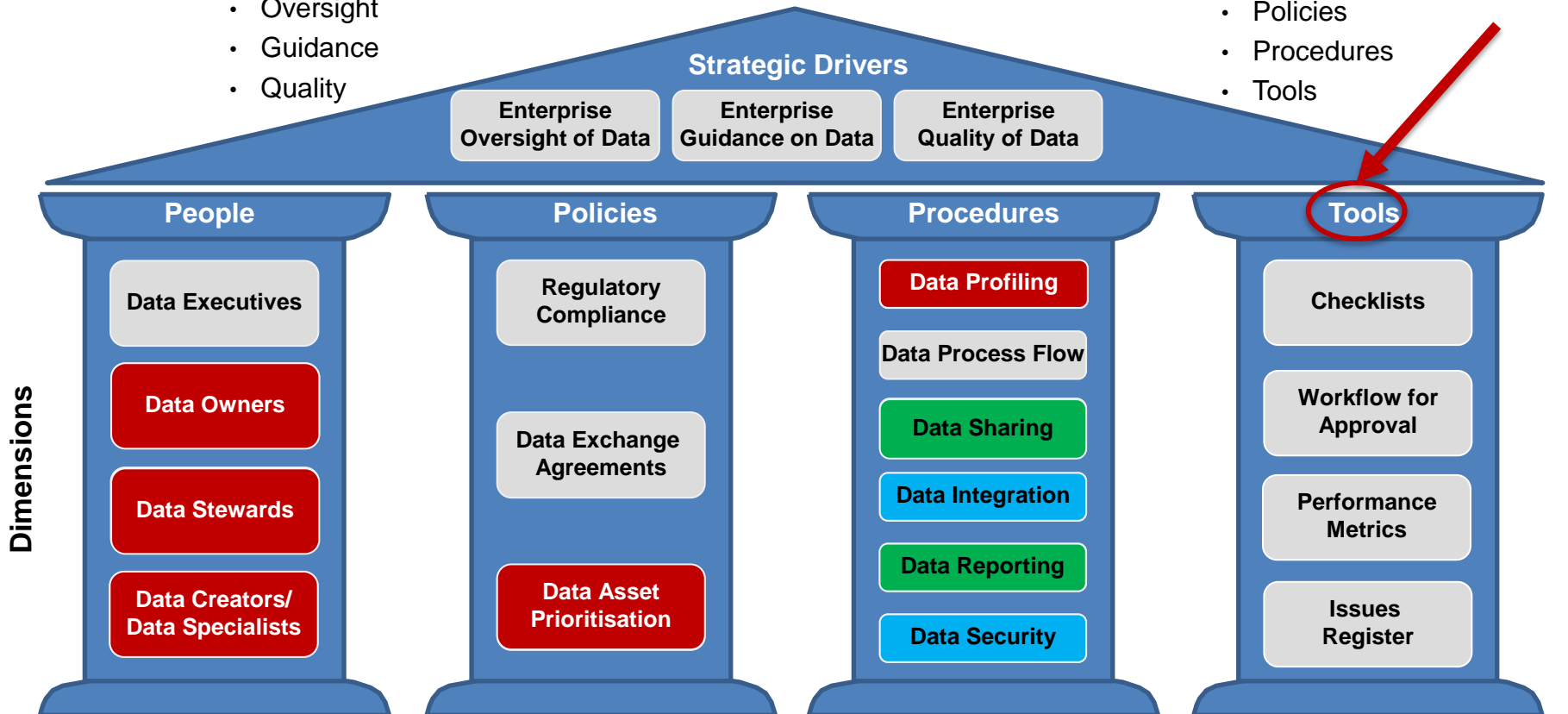- Data Security
- Change Impact
- Service Levels

Data Quality Management

Data Warehouse, Business Intelligence & Big Data

Data Governance

Reference & Master Data Management

Data Architecture & Modelling

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UNSW Data & Information Governance

Focus for Enterprise Data Assets

- Oversight
- Guidance
- Quality

Enablers

- People
- Policies
- Procedures
- Tools

Strategic Drivers

Enterprise Oversight of Data	Enterprise Guidance on Data	Enterprise Quality of Data

Dimensions

People	Policies	Procedures	Tools
Data Executives	Regulatory Compliance	Data Profiling	Checklists
Data Owners	Data Exchange Agreements	Data Process Flow	Workflow for Approval
Data Stewards	Data Asset Prioritisation	Data Sharing	Performance Metrics
Data Creators/ Data Specialists		Data Integration	Issues Register
		Data Reporting	
		Data Security	

People can be members of UNSW governance bodies, which hold the authority for decision relating to data assets

Policies are high level statements that provide context for strategic decisions relating to the data assets

Procedures are specific instructions designed to ensure policy is followed and outcomes are measurable

Tools are pre-prepared objects that support people carrying out procedures

Tools

- Wide Variety
  - Informatica, SAS Data Governance,
    IBM InfoSphere, Oracle Data Governance
- Collibra
  - Business Semantics
  - Data Quality,
    Reference Data Management, and
    Master Data Management
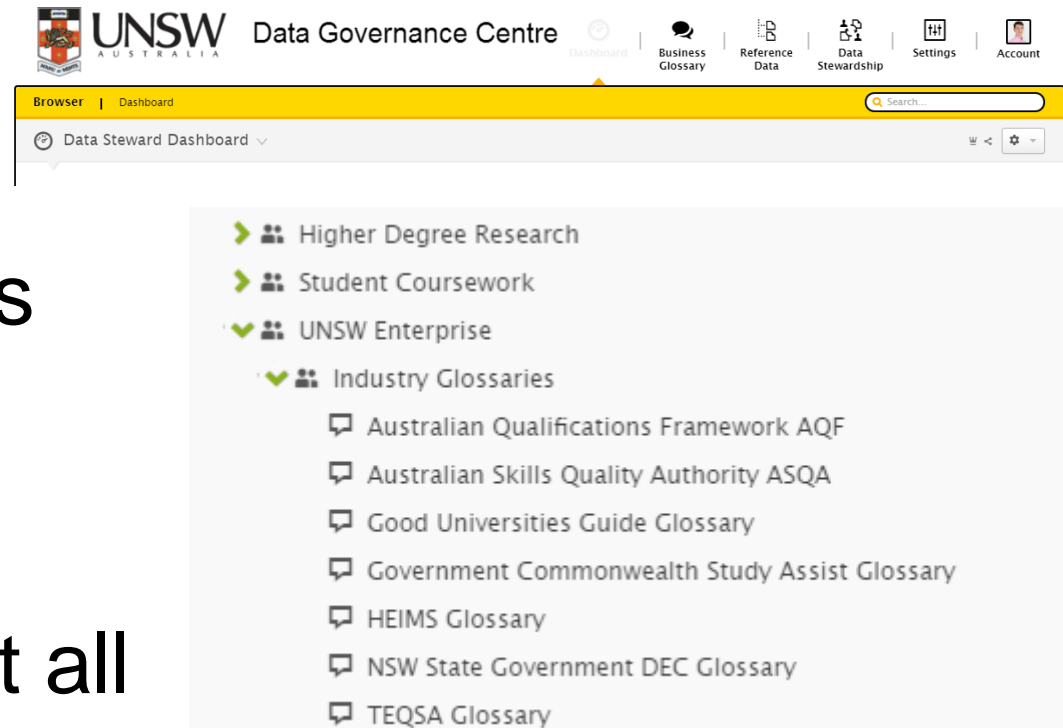
What's there

- Sources of Terms
  - Government
    - HEIMS, legislation
  - University
    - Staff, Student, IT
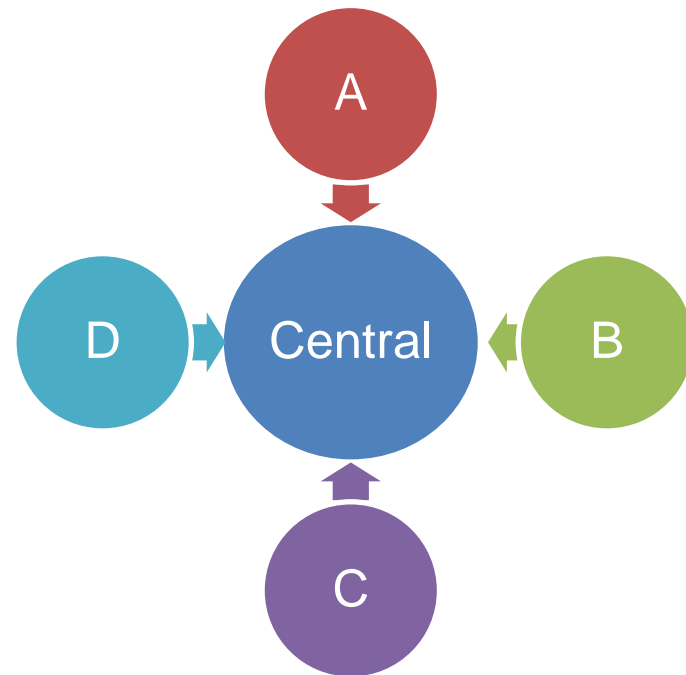 - Systems
    - Finance, HR
  - Local
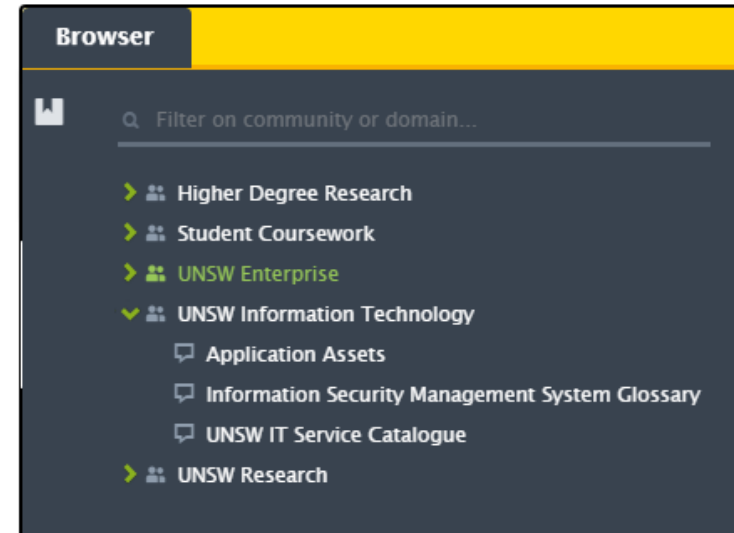
What's there

- Stocktake
  - 5 domains
  - 17 subdomains
  - 26 glossaries
    - 7 external
- Sorting through it all
  - synonyms

What's there

- Single sources
  - BI and Reporting
  - CRMs
  - Definitions
- Ownership
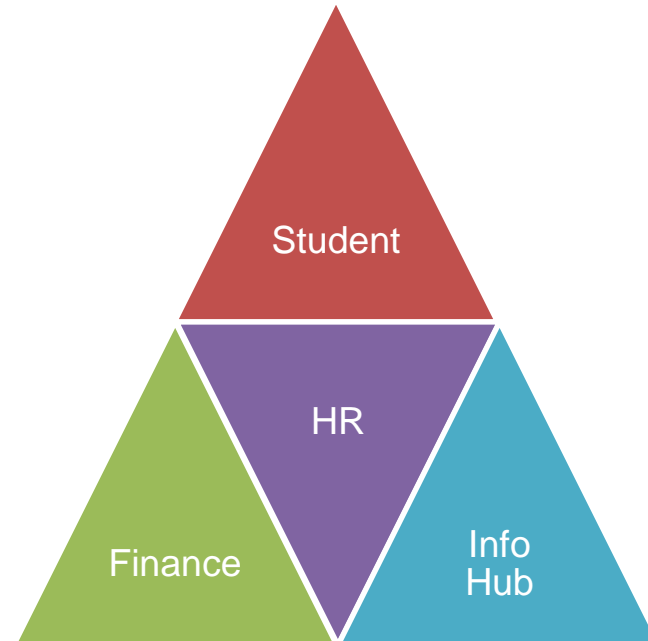 - Terms
  - Definitions

Glossary Development

- People
  - Data Executive
  - Data Owner
  - Data Stewards
  - Data Specialists

People

Data Executives

Data Owners

Data Stewards

Data Creators/
Data Specialists

Executive Level
Leadership
Oversight
Direction
Priorities

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Glossary Development

- Where to start
  - 'Crown Jewels'
  - Processes
  - New Projects

Student Load Planning Project

- Student Load Planning Tool
  - Project attributes
    - Small
    - Engaged stakeholders
    - Mission critical

Student Load Planning Project

- Agile Project
  - 2 week sprints
  - New terms
  - Data Steward/Owner impacts
  - Glossary expansion
  - Facilitation

Student Load Planning Project Project

- Student Load Planning Tool
  - Project approach
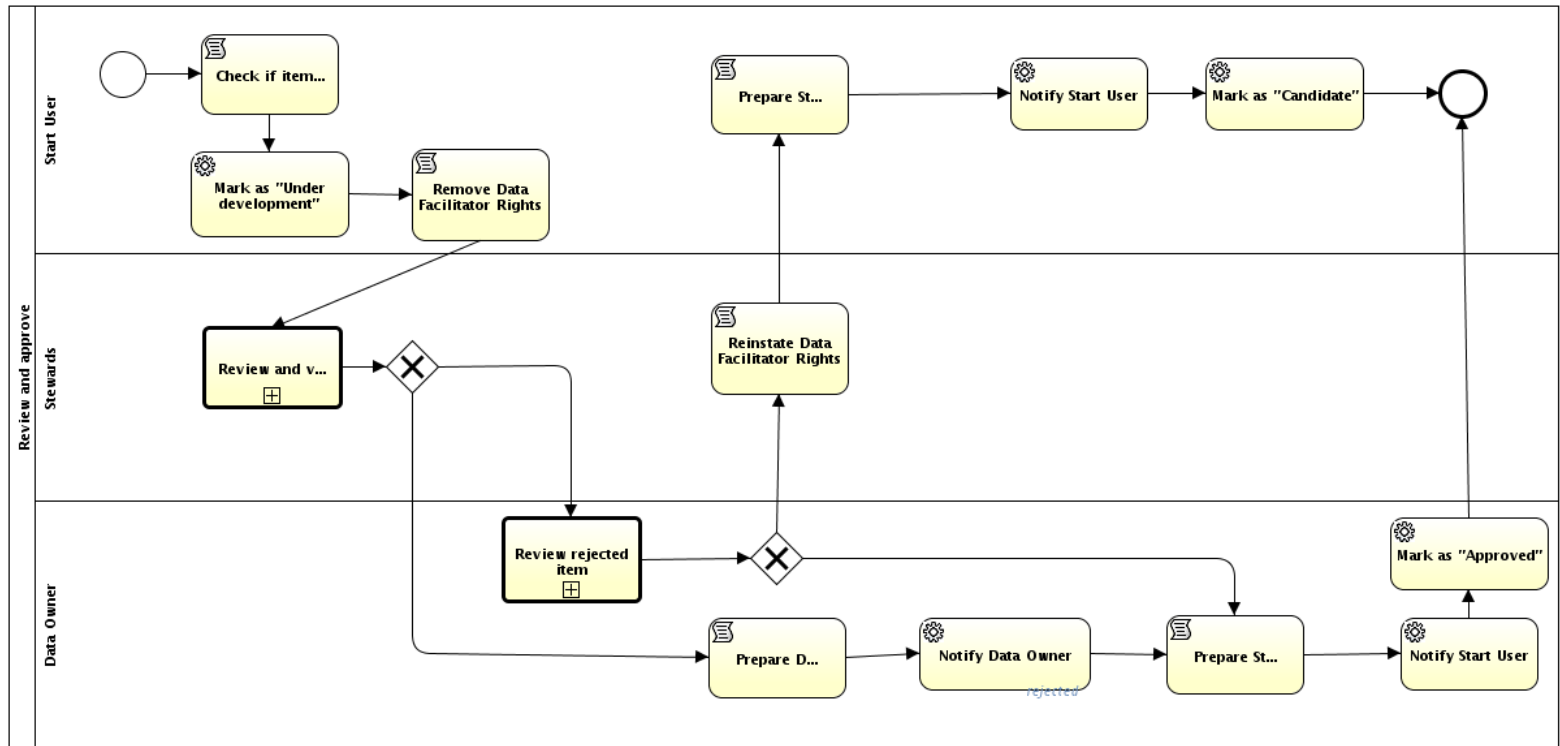   - New application
    - Business driven
    - Precision terminology

SLP Project

- Term approval
  - Subject Matter Experts
  - Process

SLP Project

- Term collection
  - Assess application
  - Critical Data Elements
  - System terminology
  - Codelists

SLP Project

- Learnings
  - Workflow management
  - Communications
  - Where to stop
    - RDM
    - MDM
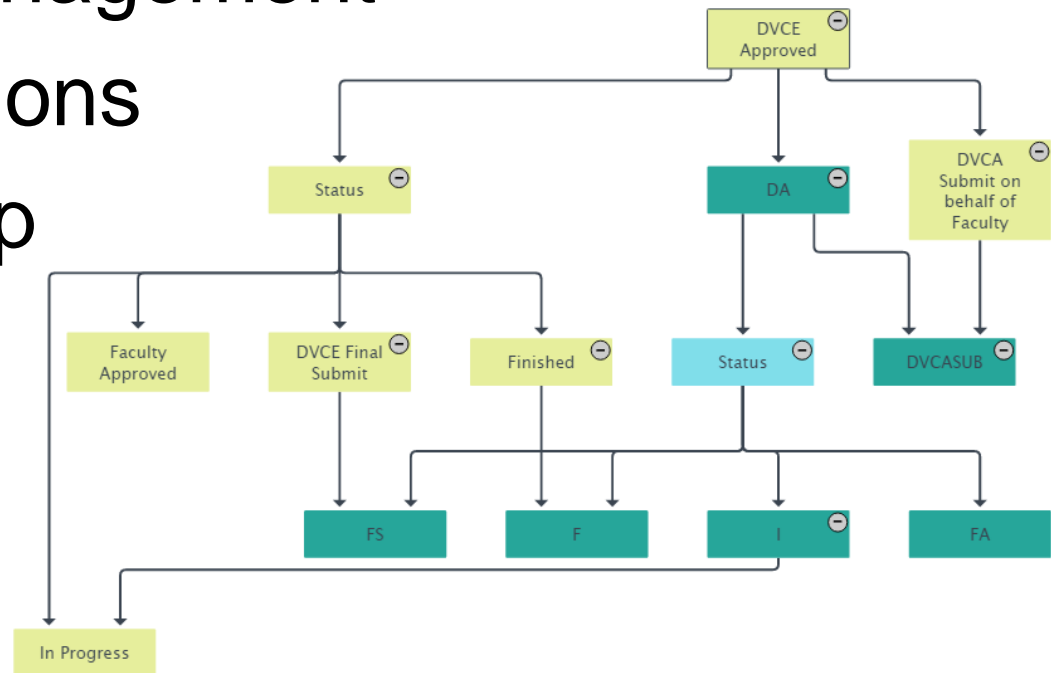
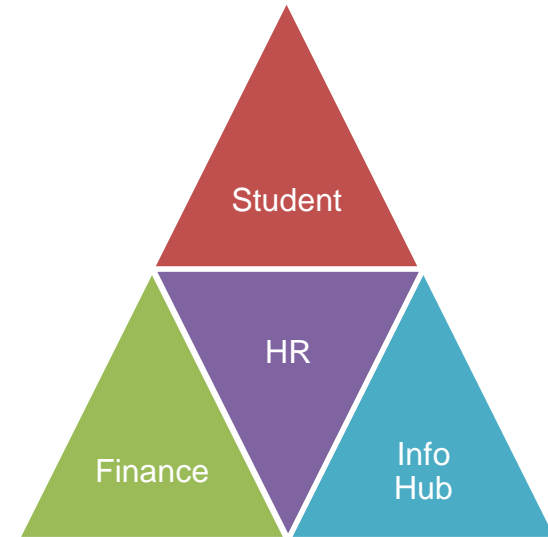# Glossary Management

- UNSW Projects
  - New Projects
  - Data Sharing
- Older Systems
  - Increased data usage
  - Critical Data Elements (CDEs)
  - Metadata Management

Glossary Management

- Business Intelligence and Reporting
  - *ad hoc*
  - Canned reports
  - Self service

Info Hub Report Usage REP03

Action		OPEN						
Day Of Week		1	2	3	4	5	6	7
Subtype	Report Name	Count	Count	Count	Count	Count	Count	Count
CATEI	CATEI Course Evaluation Average Response Dashboard REP01	6	13	22	2	5	9	.
	Commonwealth Appointed Staff FTE by Org Unit REP02	.	1	2	.	.	1	.
	Commonwealth Casual Staff FTE by Organisation Unit REP03	.	1	.	.	.	1	.
	Commonwealth Staff FTE by Organisation Unit REP01	.	1	.	.	.	.	.
	Indigenous by program level REP03	.	8	6	13	7	11	.
CWLTH	Indigenous by year REP01	3	20	11	12	13	7	.
	Indigenous commencing and continuing by year REP02	1	7	5	14	9	2	.
	Indigenous completed and discontinue by faculty REP04	.	11	13	8	12	2	.
	Student DEEWR Master REP06	5	51	41	56	66	56	.
	Student DEEWR Summary REP05	7	32	42	36	50	28	3
	Student DEEWR Teaching Distribution REP07	1	8	11	7	15	11	.
	ETL Validation REP02	.	.	2	1	2	2	.
Common	Job Status REP01	11	12	8	10	13	14	.
	News	.	.	.	6	.	.	.
Total		34	165	163	165	192	144	3

Thank you

- Questions

Dr. Alexander Blagus (PhD)

Data & Information Governance, BRIDG

T: +61 (2) 9385 0641

E: a.blagus@unsw.edu.au

Dr. Alex Blagus