



Taxonomy Checkpoint #1:

Do you really need a taxonomy solution?

- **True or False:** Most of your employees are having trouble finding information, either through browsing sites or using search
- **True or False:** It's obvious that the same type of information is called one name in one group, and something completely different in another group
- **True or False:** Some employees complain that they're 'reinventing the wheel' for work that has already been done by someone in another group
- **True or False:** Workers on project teams feel that important information is inaccessible to them because it's stored in another 'siloes' database
- **True or False:** Your company has more than one enterprise application—such as a document management system—that needs to 'tag' information as it's being created by employees
- **True or False:** No one is responsible for updating or maintaining a 'master list' of vocabulary terms used throughout the entire company

If you answered "True" to two or more of these checkpoints, contact SchemaLogic to find out how using taxonomies can benefit your company.

SchemaLogic Advisory Services:

Enterprise Taxonomy Assessment

This data sheet provides useful information about how SchemaLogic consultants can help clients undertake an enterprise taxonomy assessment.

Why do companies need taxonomies?

Many companies have been considering creating and using taxonomies to help organize an ever-increasing volume of information being created and used daily by employees.

However, most companies do not know where to start, or even have a clear understanding of how taxonomies can be used to help improve search, increase content value or facilitate compliance.

SchemaLogic's Industry Solutions team has led or participated in taxonomy projects and software implementations of all sizes and in many industries. The team brings a wealth of practical knowledge, specific technical expertise (search, content management, records and document management) and a proven methodology to every assessment.

What is an Enterprise Taxonomy Assessment?

Before a taxonomy or series of taxonomies can be built and implemented within an organization, a clear understanding of the benefits (and potential drawbacks) of building and using a taxonomy should be explored.

Usually within 2-3 weeks, we are able to provide a comprehensive examination and evaluation of how information within a company can be better organized and maintained by using taxonomies.

At the end of the assessment, customers have the information they need to jumpstart a taxonomy project or build a stronger case for taxonomy solution within a larger project, such as a content or document management initiative.



Taxonomy Checkpoint #2:

What kinds of projects need to include taxonomy management?

- Information management initiatives that involve document, content and records management typically can benefit from included taxonomy management
- Search optimization projects greatly benefit from including taxonomy management because the search engine can show improved results by using managed metadata
- Information system migrations or upgrades can use taxonomy management tools to improved data quality and upgrade information compliance
- Projects requiring that one taxonomy (or different views of a taxonomy) be used in multiple systems

What benefits does this provide?

Specifically, we help customers benefit from a taxonomy site assessment and roadmap by:

- ❖ *Measuring organizational readiness for leveraging taxonomies*
- ❖ *Providing a roadmap for developing and implementing taxonomies*
- ❖ *Delivering a long-term strategy for maintaining taxonomies*
- ❖ *Incorporating taxonomies into other enterprise applications*

Why use SchemaLogic?

The SchemaLogic Industry Solutions group has highly trained, experienced information industry experts who have worked with numerous customers on all levels of taxonomy consulting services, especially during the requirements gathering stage of a taxonomy project.

What are the deliverables?

The following are typical deliverables for a Taxonomy Assessment & Roadmap project:

- ❖ *Taxonomy architecture document*
- ❖ *Taxonomy governance and maintenance recommendations*
- ❖ *Taxonomy development roadmap*

What is the typical engagement approach?

The timeline for a Taxonomy Site Assessment & Roadmap project is short—typically 2 to 3 weeks. Depending on availability of key stakeholders, project duration may be longer, but the amount of billable time spent on the project is fairly consistent.

How can you get started?

Customers can contact the Industry Solutions team at SchemaLogic by emailing IndustrySolutions@schemalogic.com.

About SchemaLogic, Inc.

Our software provides global companies a powerful and cost-effective approach to dealing with the overwhelming amount of information critical to doing business today. People from diverse groups must be able to access and share information across complex systems throughout their enterprise. In order to do this, descriptions, tags and categorizations of information must be accurate and consistent.

SchemaLogic is the leading provider of metadata management solutions for unstructured content. Metadata management enables findability by organizing the terms, definitions and relationships that describe content. Our solutions extend the value of content management by ensuring that all content is readily found; is consumed in a relevant context; and is protected according to policy. The Company has licensed software to some of the best-known and largest companies in the world, including Associated Press, Chevron, Corbis and Reed Business Information. To learn more about SchemaLogic, please visit www.schemalogic.com.

❖ World Headquarters:
620 Kirkland Way, Suite 100
Kirkland, WA 98033

❖ Tel: 425 885 9695
❖ Fax: 425 883 0117
Email: advisoryservices@schemalogic.com


www.schemalogic.com