

Microsoft SharePoint Upgrade Planning and Assessment

A Lighthouse Services Engagement



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Lighthouse Computer Services is a trusted advisor to leading companies throughout the Northeast U.S., offering consulting, integration, and ongoing support services. The Lighthouse Microsoft Technology Group (MTG), part of Lighthouse's services organization, works collaboratively with customers to deliver engaging solutions in support of Microsoft products, such as SharePoint. Lighthouse MTG extends Lighthouse's strategic approach making enhanced Enterprise Content Management and Business Process Management solutions, among others, a reality for organizations across a variety of industries. The Lighthouse MTG team has extensive experience delivering solutions to hundreds of customers leveraging the full suite of Microsoft's application development tools. More information about Lighthouse Computer Services and the Microsoft Technology Group can be found at www.LighthouseCS.com.

Business Value

- Develop a roadmap that identifies business initiatives that can leverage SharePoint On Premises or SharePoint Online / Office 365
- Document the current SharePoint deployment
- Perform upgrade readiness assessment, formal analysis of results, recommendations for upgrade implementation and problem resolution
- Define a preliminary upgrade plan to document upgrade options, areas of potential concern

Duration

1 to 3 weeks

Depending on size and scale of existing SharePoint environment and anticipated roadmap initiatives



Project Scope

Project Kick-off Session

Infrastructure Foundation

- Define Preliminary Enterprise Strategic Roadmap for SharePoint
 - Review business initiatives—align business and IT initiatives
 - Review technical architecture and infrastructure
- Document Existing SharePoint Deployment
 - Physical server topology
 - Logical site architecture
- Upgrade Planning and Preparation
 - Review SharePoint Migration considerations
 - Review and complete SharePoint Upgrade Worksheet
 - Run Pre-Upgrade Assessment tool
 - Review existing operations and site policies
 - Provide recommendations for upgrade implementation and problem resolution

Deliverables

Project Documentation

- Preliminary SharePoint Initiative Roadmap
- Documentation of existing SharePoint deployment
- High-level Requirements for upgrade
- Phased upgrade approach recommendations and preliminary plan



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