

# Onboard Your MDM in 6 Months or Less

## Eight steps to a fast, efficient implementation

Master data management (MDM) holds the promise of true digital transformation – acting as a catalyst to mastering data throughout the enterprise. Yet the organizational benefits of deploying MDM can only be achieved after project alignment with business goals, stakeholder buy-in, testing and more. And to do that, you need to start with planning and preparation that go beyond just software.

By focusing on the eight simple steps listed below, you can properly organize the people, processes, communication and other activities that are vital to building a successful MDM program. You can launch your solution in the fastest timeline possible to deliver increased productivity and accelerated time-to-value. Moreover, you can avoid costly mistakes that result in bloated budgets, missed deadlines and uncontrolled project scope.

## Preparation

### 1 Establish goals



Your first step involves outlining clear objectives, which may be business goals, technical goals or a combination of both. You also need to assess the barriers that might exist, such as competing priorities, resource constraints and data or

process dependencies. The more your objectives are SMART (specific, measurable, attainable, relevant and time-bound), the greater your chances of success.

### 2 Assemble the right people



Identify your data creators, managers and users. Make sure you understand their roles, time commitments and overall objectives. You also want diverse partnerships from groups such as marketing, sales, customer support and partners. Identify advocates for each

one, as well as for various levels within the organization so you can facilitate decision making and escalation.

### 3 Focus on process



You can't re-engineer a project after it's launched without high costs and resource requirements, so map out processes before you start to implement. Collaborate with your stakeholders to collectively identify bottlenecks, gaps and opportunities

in your current workflows. Don't forget about digital assets that might be needed for MDM but not managed within it. This can include contracts, legal documents and safety sheets to be associated with MDM data.

### 4 Identify data requirements



Identify the data required to publish to other systems or to external parties, including the data that you need to bring in and create within MDM. Make sure you have sample data that you can work with later during testing. Also, identify data

sources to determine current gaps or transformations that will be needed. Include what you need to produce data, rules associated with data, as well as data constraints, accessibility, ownership and timestamps.

## 5 Plan the infrastructure



Don't forget to plan and build out your infrastructure before implementation. You also want to be clear on your instance strategy, identifying the resources you might need for development, quality assurance, testing and production. For instance, you may want a development platform but not a testing platform. All too often, the technology supporting the software isn't considered until later stages of development and causes unnecessary delays.

## Implementation

### 6 Document the project scope



Many failed IT projects start without the right scope as a foundation, which can result in restarts, excessive costs and failure to secure business user buy-in. Document a clear, precise and unambiguous scope that includes timelines, roles and responsibilities

and a working data model. Part of your scope should also include someone acting as a project manager to coordinate activities and resources, as well as track status, issues and risks.

### 7 Communicate often



You need to ensure constant contact in many formats, including group meetings, email notifications and videos. You should include milestones, progress reports and demonstrations. Establish a regular cadence and vary methods to

connect across the stakeholders, from the project team to data consumers, executives, suppliers and more. It also allows you to share new requirements and benchmark against the original scope.

### 8 Make time for testing



Don't underestimate the time and effort required to build and test interfaces, as well as to migrate data. Make sure you have a comprehensive test plan that aligns with your defined use cases and data. You need to get data entering and exiting your MDM solution in the simplest form possible to reduce the risk of errors. This includes having a clear data migration strategy so you can move from the testing environment to the production environment.

## An optimized onboarding process

Successful onboarding, combined with a world class platform, will result in powerful benefits for your users and the organization. By leveraging the above best practices that begin with preparation and continue through implementation, you take advantage of Stibo Systems' unique, Business-first approach to deliver tangible, differentiating benefits.

Want to learn more about how to successfully launch an MDM program for your organization? Contact us at [info@stibosystems.com](mailto:info@stibosystems.com) or visit [stibosystems.com](https://stibosystems.com).

### About Stibo Systems

Stibo Systems believes the future of business requires a Digital Business Core™ of operational data that is continuously shaped and delivered to produce superior business outcomes. Stibo Systems is the driving force behind hundreds of forward-thinking companies around the world who have unlocked the full value of their information; empowering business users to act with confidence in their data, adapt quickly to changing market conditions and go beyond to anticipate what's next. Stibo Systems is a privately held subsidiary of the Stibo A/S group, originally founded in 1794. Its corporate headquarters is located in Aarhus, Denmark.