

8 Critical Success Factors in Data Migration



- 1. Engagement:** Insist on active “Business” engagement at each step of the migration. The greater business engagement, the greater likelihood of overall migration success.
- 2. Rules:** Maintain a clear understanding and documentation of business rules to allow for the determination of complexity, scope, effort, and associated risk.
- 3. Data Standards:** Clearly define data standards to enable the determination of overall data quality and assist in the determination of complexity and scope.
- 4. Data Quality:** Bad data increases the complexity and risk associated with the migration. Focus on data quality, cleansing and enrichment as first steps in your migration.
- 5. Timeliness:** Ensure the availability of data to prevent delays in testing, validation, and potential disruption to the underlying system.
- 6. Complexity & Scope:** Maintain a clear understanding of the complexity and scope of your migration project. Complexity and scope-creep underpin resource allocation and represents increased risk.
- 7. Risk & Management:** Document comprehensively. Effective risk management directly affects the overall likelihood of project success and allows for proactive and nimble response.
- 8. Test & Validation:** Rely on effective and routine testing and validation to confirm data quality, mitigate risk and clarify overall complexity.