

Service Sheet – SharePoint Health Check

Purpose

Identify the causes of current problems and where your existing implementation is not in aligned with your business needs. The resulting output will enable you to decide the best way forward for the short-term and long-term.

Benefits of a Health Check

We can identify how you can increase your working efficiency, improve your use of SharePoint, and reduce costs through examination of the most critical aspects of your SharePoint environment.



Parabola’s SharePoint Health Check identifies weak points in your SharePoint infrastructure and configuration. This approach can help identify the causes of any current issues as well as highlighting potential risks that may arise.

Approach

The SharePoint Parabola Health Check requires minimal intrusion to your IT systems, and can be conducted remotely. The Health Check will be completed by one of our SharePoint specialists. We only make recommendations at this stage and will not make any improvements unless you ask us to.

Deliverables

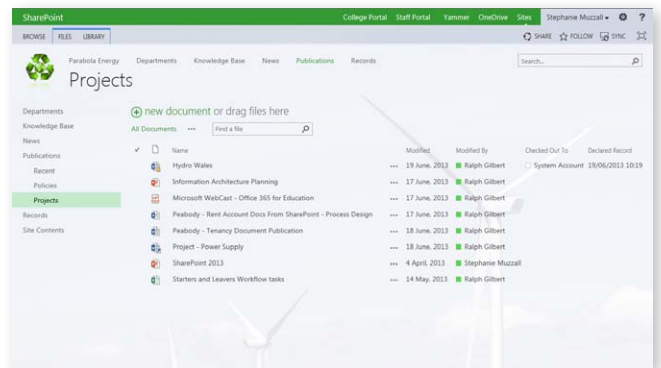
Parabola will produce a detailed report, analyse the information and data gathered, and provide a summary of our findings. The report will include a description of the risks in the current implementation, and highlight any specific problem areas. In addition, it will provide recommendations for the short term and longer term, to enhance and improve your business’ SharePoint experience.

Report Contents

The report will provide a plan for improving your SharePoint implementation which includes a summary, fully documented details of our findings, and recommendations for both the short term and long term.

We will provide a set of recommendations to improve your SharePoint implementation. In addition, we can provide recommendations to ensure that your environment is configured and managed properly to meet your business needs.

Parabola’s Health Check provides practical solutions for each of the identified risks, to improve your enterprise deployment of SharePoint.



Elements of the Health Check

In order to address your SharePoint implementation, we break down the process as follows:



Review Current Status

- Identify current issues
- Identify objectives for the future
- Clarify local environment

Analyse Server Farm Installation (per Server Farm)

- Farm architecture and server specs
- Deployment configuration
- Resilience
- Services running
- Known problems and pitfalls with Installation

Review Protection

- Back up
- Disaster recovery

Review Capacity

- Sizing – considering current and projected usage
- Site collections
- Database sizes

Review Information Architecture and Governance

We analyse how your information is structured and whether there signs of poor Information Architecture or Governance. We will also consider your site structure how your permissions are being managed if necessary. We will recommend solutions in SharePoint to improve this key potential problem area

Create Report

- Parabola team create a detailed report
- Findings
- Solutions

Discuss Findings

- A 1/2 day meeting
- Hand over of report
- Next steps

Microsoft Partner

Gold Collaboration and Content
Silver Application Development
Silver Collaboration and Content

Typical Timescales

Health Check Task	Days Required
Review of current status	3
Health check reviews of current installation	3 – 5
Create and issue report	2 – 3
Meeting to discuss findings	1
Total	9 – 12

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Gold Collaboration and Content
Silver Application Development
Silver Collaboration and Content

How the Health Check is Completed

Initially we will interview at least one representative from each of your senior management, your SharePoint team and your Server/Network support team. Each will have a different perspective of the priorities.

Parabola provides experienced SharePoint consultants who will complete the Health Check remotely. There will be no disruption to your business during the Health Check. After the report is produced we will meet with you to present and explain our findings.

Microsoft Partner

Gold Collaboration and Content
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Silver Collaboration and Content



Parabola is a Microsoft Gold Partner with competency in Content and Collaboration. We emphasise the importance of following MCS Best Practice in all SharePoint implementations to ensure they are maintainable and future-proof.

Parabola Software is a limited company registered in England and Wales. Registered Number: 04819759
Registered office: 6 Coppergate Mews, Brighton Road, Surbiton, KT6 5NE, United Kingdom