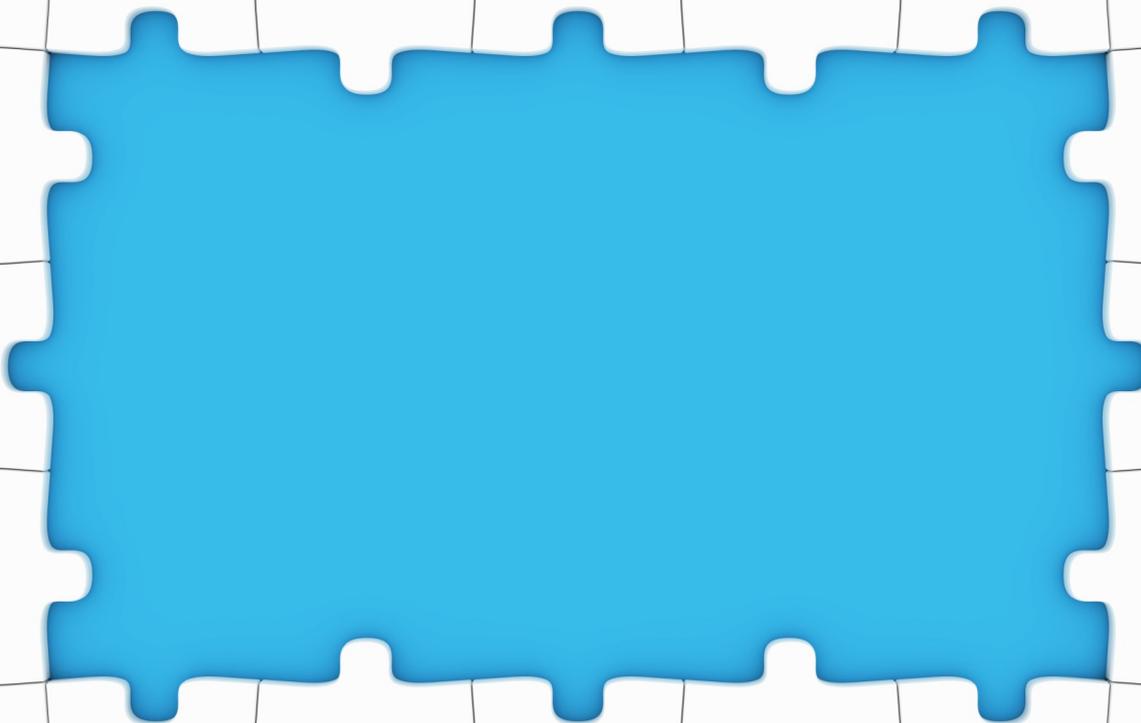


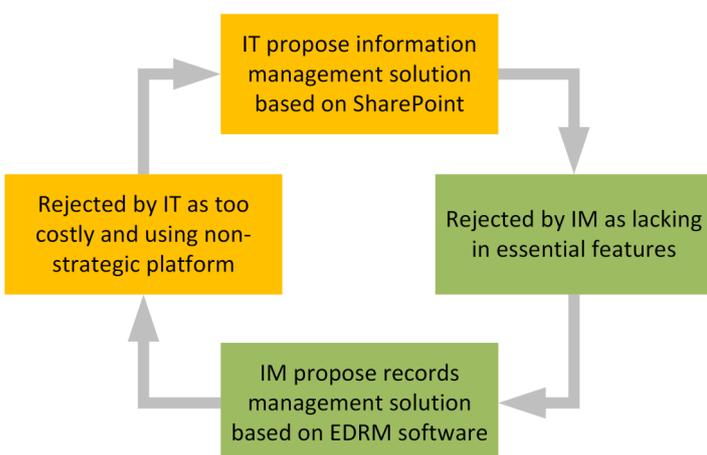
Will SharePoint work for your organisation?



IMSPIRE *SharePoint Information Requirements Evaluation*

The SharePoint Dilemma

Does your organisation struggle to reconcile a SharePoint strategy prepared by its IT department with the information management or records management requirements identified by information governance professionals? Are you wondering whether SharePoint is "good enough" or whether specialist solutions are "too costly"? If yes, IMSPIRE can help...



What is IMSPIRE?

IMSPIRE (the Inforesight and Metataxis SharePoint Information Requirements Evaluation) is a joint offering from two of the UK's leading information management and SharePoint consultancies.

IMSPIRE is a rigorous, efficient and flexible way to analyse the fitness of SharePoint to deliver information management within your organisation. It assesses the fitness of SharePoint against your requirements in an auditable way, and it provides indicative total costs of ownership for your options.

IMSPIRE includes:

- A simple, replicable and tested **methodology** that is used during the evaluation process, and if needed, after the evaluation process
- A flexible and tried and tested **analysis tool** to rank requirements and to produce easy to understand, configurable SharePoint fitness metrics
- **Expert advice and support** from experienced information management and SharePoint consultants on how to use IMSPIRE to get what you need from it

Uses of IMSPIRE

Most commonly, IMSPIRE is used to analyse SharePoint's fitness for document management or records management requirements. However, IMSPIRE can also be used to analyse fitness for the requirements of other information management applications, such as intranets or business intelligence systems.

Person Days	Person Cost	Licence Cost	Total Cost
80	£55,000	£0	£55,000
140	£95,000	£35,000	£130,000
40	£30,000	£300,000	£330,000
60	£45,000	£0	£45,000

Calculated total cost of ownership for a large organisation

Approach

The IMSPIRE approach has the following simple steps:

1. **Gather** the requirements
2. **Organise** and rank the requirements
3. **Analyse** SharePoint's fitness for each requirement
4. **Review** the results, refining as needed
5. **Decide** whether SharePoint will work for you
6. **Cost** estimate and plan the implementation



IMSPIRE Benefits

IMSPIRE is reusable	IMSPIRE is flexible
IMSPIRE is thorough	IMSPIRE simplifies decisions
IMSPIRE is objective	IMSPIRE justifies decisions
IMSPIRE is proven	IMSPIRE estimates costs

Analysis Tool

The IMSPIRE analysis tool computes the fitness of SharePoint for your requirements automatically and objectively. The analysis can be subsequently refined to balance need with total cost of ownership. A copy of the analysis tool is delivered as part of IMSPIRE, so that you can continue to use the tool to explore other requirement options.

Functional Group	Number of Requirements	Average SharePoint Score (-100 to 100)
Position	32	67
Outsourcing	17	39
Records	14	-16
Migration	10	54

Fitness summaries for each functional area

Deliverables

As well as the fitness scores delivered as part of the analysis tool, the IMSPIRE service also gives you:

- **Conclusions and recommendations** of the analysis tool interpreted by experienced information management and SharePoint consultants
- An indicative **project plan with costs**, showing the tasks that need to be done, and with what dependencies
- A set of **summary** slides suitable for senior management or in support of a business case

All Requirements			Mandatory Requirements		SharePoint Score RAG
R	A	G	R	A	
4	0	28	2	0	R
3	3	11	2	0	R
0	12	2	0	9	A
1	1	8	1	1	R
0	0	5	0	0	G
0	0	5	0	0	G
1	1	11	1	1	R
0	0	8	0	0	G

Easy to view RAG values automatically calculated

Expert Advice and Support

Infocore and Metataxis have information management experience spanning many decades, many sectors, and many countries. They have worked on over 40 different SharePoint implementations to date.

Costs and Timescales

You can procure IMSPIRE in two ways: as a **bespoke** consultancy assignment, tailored precisely to your organisation's scale, level of engagement, and other factors; or as pre-defined, **all-in packages**, shown below.

Simple	Intermediate	Complex
Small organisations with modest requirements	Medium organisations with standard requirements	Large organisations with complex requirements
Up to 300 staff	300 – 1000 staff	1000+ staff
2 weeks to complete	4 weeks to complete	8 weeks to complete
£20,000	£40,000	£60,000

Further Information

Contact us at either imspire@metataxis.com or imspire@inforesight.co.uk to arrange a free informal conversation on how IMSPIRE can help you.

Metataxis Limited (www.metataxis.com)
Registered in England and Wales, Company Number 4356463,
53 Cavendish Road, London SW12 0BL

Inforesight Limited (www.inforesight.co.uk)
Registered in England and Wales, Company Number 6798015,
Foresight House, 12 Welcomes Road, Kenley CR8 5HD

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