



SharePoint Health Check Engagement

Lifting the bonnet up on your SharePoint solution, performing a deep analysis of the configuration and implementation from the server configuration through to BAU monitoring and governance.

SharePoint is your mobile, intelligent Intranet that enables Companies and people to share and manage content, knowledge and applications to empower teamwork, quickly find information, and seamlessly collaborate across the organisation.

If the platform is not running at its best then use of SharePoint will only lead to business frustration.

Our analysis will provide detailed information related to:

- Documentation of your current SharePoint Architecture Current health status of your SharePoint farm
- Security, configuration and availability issues
- Recommended resolutions for issues found that are out of compliance with Microsoft's best practices
- Provide Investment Required for remedial action

1 day on-site discussion

1. (Install Health check tool and set running)
2. Introductions – Who is Circyl?
3. Know Your Customer
 - a. Business overview in terms of size, structure and operations.
 - b. Current Microsoft environment
 - c. Current licensing model
 - d. Current integrations in to the SharePoint environment
 - e. Known issues/complaints with the environment
4. Current IT Roadmap
 - a. What are your plans for the environment and surrounding technology?
 - b. Identify potential SharePoint projects and additional BI, Dynamics or Office 365 requirements
5. Technical discussion with SharePoint Administrator
 - a. Monitoring
 - b. Backups
 - c. Business Contingency plans
 - d. Governance of site security and setup

2 days off-site report write up

Document the cautionary areas of configuration and the remediation actions required to bring the environment up to industry best practices. Report to include the following areas:

- **Farm Overview**
 - Servers in Farm
 - Web Applications and Site Collections
 - Content Databases
- **Servers in Farm**
 - Processors Information
 - Disks List
 - Programs List
- **Farm Topology**
- **Site Topology**
- **Search Topology**
 - Search Service Application
- **Services on Server**
- **General Application Setting**
 - SharePoint Designer Settings
- **System Settings**
 - Farm Management
 - Email and Text Messages (SMS)
- **Application Management**
 - Web Applications
 - Site Collections
 - Service Applications
 - Databases
- **Security**
 - Users
 - General Security
- **Passwords and Product Keys**
 - All Accounts
 - Product Keys
 - Passphrase
- **Scheduled Tasks**
- **Monitoring**
- **Reporting**
- **Backups & Business Contingency**
- **Upgrade and Migration**
 - Installed Products



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