

Business Intelligence Strategy Template

1.1 Version History

Please describe the versions in the table below.

Table 1: BI Strategy Version History

Date	File	Author	Changes

1.2 Document Review

Please describe this document's reviews in the table below.

Table 2: Document Reviews

Name of Reviewer	Department	Outcome

1.3 Document Approvals

Please describe the approvals for this document below. Include any required signatures and dates.

1.4 Related Documents

Please list any referenced or related documents in the table below.

Table 3: Related Documents

Document	Purpose	Location/Link

1.5 Objective of this Document

Please describe the intended purpose of this document below.

1.6 Stakeholders

Please list the intended audience for this document below.

1.7 BI Strategy Approach

Please detail the high-level approach taken for the BI strategy below.

3.0 Business Intelligence Analysis

3.1 Alignment Strategy

Please describe the alignment of the BI strategy and the company's strategic goals. Detail any performance management frameworks and preferred approaches.

3.2 BI Maturity

Please describe the current and desired future state of the BI Maturity for this company. Ensure detail in the following categories:

- BI Vision
- Analytical Needs
- Information Delivery Requirements
- Data and Architecture
- Governance

3.3 Project Scope and Requirements

Detail the major points of the project scope and requirements.

4.0 Technology

4.1 BI Proposed Architecture and Application

Please insert diagrams of the BI Architecture and Applications Architecture proposed for this project.

4.2 Design Requirements

Please detail the design requirements for the BI Strategy in the table below.

Table 4: Design Requirements

Requirement	Description

4.2.1 Users

Please detail the different user levels, their respective roles and access in the space below.

4.2.2 Data Management

Please describe the high-level data management process for management and governance of data sets. Ensure detail in the following categories:

- Data dictionary
- Metrics
- Governance

4.2.3 Change Management

Please describe the high-level operational and reporting change management procedures.

4.2.4 Training and Standards

Please describe the Business Intelligence Competency Center (BICC) for this project.

5.0 Roadmap

Please describe the roadmap and insert a roadmap diagram below.

6.0 Assessment

Detail how this project will be assessed for completion, based on the required end state.