

Change Management

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Change Management	A group of people in charge of managing change
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Types of change:

- Strategic Change: A massive change that changes the business of the infrastructure (changing countries, changing line of product) These changes are handled by the high-up corporates, not change management.
- Infrastructure Change: Minor changes handled by the change management committee.

To request a change, you will need a change request document.

Change Document:

- 1.) Type of change (software, hardware, both...)
- 2.) Configuration Procedures; What will it take to change this, who will be involved
- 3.) RollBack Process: if change becomes bad idea, what will it take to undo process.
- 4.) Potential Impact: How will this affect the organization (increase money, more efficiency)
- 5.) Notification: What steps will be taken to notify the rest of the organization.

The change document is then submitted to the change request committee.

Documentation is the last thing you need to worry about with change. Document everything you do. Change can affect documented plans.

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Page 3 of 6