

Ignite for Data Quality & Observability (DQ&O) Cloud Datasheet

Project objectives

The customer is seeking support for their initial implementation and adoption within the first 12 months of Collibra Data Quality & Observability (DQ&O). The **Ignite for DQ&O** implementation phase will focus on enabling the initial use case for Data Quality, using it as a foundation to transfer knowledge and best practices and to empower the customer for broader adoption of the platform. In addition, the **Ignite for DQ&O** adoption phase will support the Collibra implementation and help the customer leverage the product for multiple use cases as a means of transferring knowledge and best practices to the customer for continuing extended use of the platform. Collibra will work with the customer to jointly establish the overall engagement plan with both short and longer-term priorities.

Implementation phase

Collibra resource scheduling

Ignite package	Implementation calendar weeks	Enterprise Architect schedule	Implementation Manager schedule
Ultimate	Prepare 1-2 Implementation 3-10	Up to 2 half days per week	Up to 2 hours per week
Premier			
Standard			

In-scope activities and schedule for Data Quality

Phase/Task	Timeline	Customer responsibility	Collibra responsibility
Initial communication	Prepare week 1	<ul style="list-style-type: none"> ● Receive welcome email ● Review workbook and prerequisites ● Organize appropriate resource(s) 	<ul style="list-style-type: none"> ● Send welcome Email ● Attach workbook ● Schedule briefing Call
Briefing/intro call	Prepare week 2	<ul style="list-style-type: none"> ● Project Manager and/or key stakeholder attend the briefing call ● Be prepared to discuss: <ul style="list-style-type: none"> ○ Project expectations ○ Project scope ○ Schedule weekly status calls ○ Schedule two times a week workshop sessions ● Note: The first workshop will be the technical prerequisites for Edge, Single Sign-on (SSO), and source connections followed by the project kickoff. 	<ul style="list-style-type: none"> ● Provide project expectations ● Discuss project scope ● Schedule weekly status calls ● Schedule two times a week workshop sessions ● Provide workshop definitions

Phase/Task	Timeline	Customer responsibility	Collibra responsibility
Technical prerequisites workshop	Prepare week 2	<ul style="list-style-type: none"> • DQ Lead, Platform Administrator, Identity Provider Administrator, Network Engineer, InfoSec representative, Collibra System Administrator, Database Administrator attend prerequisite workshop • Be prepared to discuss: <ul style="list-style-type: none"> ◦ Data Quality prerequisites for infrastructure and installation (Edge Site) ◦ SSO prerequisites 	<ul style="list-style-type: none"> • Conduct workshop • Provide DQ infrastructure prerequisites • Provide SSO prerequisites
Kickoff	Implementation week 1	<ul style="list-style-type: none"> • Key stakeholders, project team members, and the Executive sponsor participate in the kick-off session 	<p>Conduct workshop, including:</p> <ul style="list-style-type: none"> • Team introductions • Collibra overview (quick demo) • Review Scope • Review the plan/scheduling
Review Customer business requirements	Implementation week 1-2	<ul style="list-style-type: none"> • Attend workshop • Provide initial use case and business requirements document • Present use case(s) and requirements • Answer questions 	<ul style="list-style-type: none"> • Conduct workshop • Ask questions to ensure in-depth understanding of use case(s) and requirements • Provide input and recommendations as needed
Education	Implementation weeks 1 - 3	<ul style="list-style-type: none"> • Schedule and participate in instructor-led training using included Education Credits (see Datasheet) 	<p>Conduct instructor-led training as described in the Collibra Ignite workbook:</p> <ul style="list-style-type: none"> • Collibra Basics (Optional) • Register Data (Optional) • Data Quality & Observability (required)
Define project requirements	Implementation week 2	<ul style="list-style-type: none"> • Attend workshop • Review the refined use case and business requirements based on the scope of Ignite implementation phase 	<ul style="list-style-type: none"> • Conduct workshop • Review and update requirements document for in-scope for implementation and adoption phases • Review the refined use case and business requirements based on the scope of Ignite implementation phase

Phase/Task	Timeline	Customer responsibility	Collibra responsibility
Prepare Edge	Implementation week 1-3	<ul style="list-style-type: none"> • Collibra Platform login details are available • Deploy and configure Edge in the environment 	<ul style="list-style-type: none"> • Review existing Edge setup if already present • Guide customers through the Edge deployment
Approve project requirements	Implementation week 3	<ul style="list-style-type: none"> • Approve the refined use case and business requirements based on the scope of Ignite implementation phase 	<ul style="list-style-type: none"> • Approve the refined use case and business requirements based on the scope of Ignite implementation phase
Configure data sources and capabilities	Implementation week 3-4	<ul style="list-style-type: none"> • Ensure data sources have required capabilities • Data Sources for use case implementation are identified • If required, catalog ingestion of Technical Assets is done 	<ul style="list-style-type: none"> • Add data sources if not present considering Data Quality use cases • Assist in enabling capabilities on sources

Phase/Task	Timeline	Customer responsibility	Collibra responsibility
Functional overview and quick monitoring	Implementation week 5	<ul style="list-style-type: none"> • Attend workshop • Share schema(s) / table(s) details which are associated with use cases to be implemented 	<ul style="list-style-type: none"> • Conduct workshop • Demonstrate how to add Quick Monitoring on a Schema or multiple tables • Review DQ jobs and their results, created from Quick Monitoring
DQ&O job configuration	Implementation week 5-6	<ul style="list-style-type: none"> • Attend workshop • Identify scope of data to be scanned for DQ Profiling and checks associated with use cases • Define scheduling and alerting requirements 	<ul style="list-style-type: none"> • Conduct workshop • Setup DQ job on a table or scope of data using custom SQL • Add DQ Monitor such as Adaptive Rules and Schema detection to the DQ&O job • Review Profiling and Monitor(s) Results produced by DQ&O Jobs • Review DQ&O job Scoring • Demonstrate key platform features such as Time Slice, Replay Run, Scheduling and Alert • Review Job logs

Custom rules and break records	Implementation week 7	<ul style="list-style-type: none"> Attend workshop Provide priority or example custom rule requirements. Identify simple and complex rules examples to be implemented 	<ul style="list-style-type: none"> Conduct workshop How to add and configure a Rule How to review the output of a Rule Break How to use SQL AI assistant to add technical Rules Setup Rule Filter, Dimension and Thresholds
Quality aggregation	Implementation week 7	<ul style="list-style-type: none"> Attend workshop Identify priority or example Assets (such as Report, Business Term, CDE) in Collibra Platform for DQ coverage Ensure Data Quality Jobs are executing successfully and associated with in-scope Assets 	<ul style="list-style-type: none"> Conduct workshop Introduce and help configure Aggregation Paths Demonstrate asset (i.e. Table/Column) level quality details Review how DQ Rule impacts asset quality Guide on how to review data quality health of the existing Asset in Collibra Platform
Review roles and permissions	Implementation week 8	<ul style="list-style-type: none"> Attend Workshop Map user roles to DQ capabilities Maintain access and role hygiene as per policy 	<ul style="list-style-type: none"> Conduct Workshop Advise on Security model Guide role setup and governance practices

Phase/Task	Timeline	Customer responsibility	Collibra responsibility
Final environment and business requirements review	Implementation week 9	<ul style="list-style-type: none"> Attend workshop Validate final environment setup confirm business requirement document against implemented features 	<ul style="list-style-type: none"> Conduct workshop Facilitate business requirement review Validate environment readiness Address open configuration or scope gaps
Stage 1 review and planning call	Implementation week 9	<ul style="list-style-type: none"> Attend workshop Review accomplishments of initial implementation Share feedback and align on adoption goals and priorities 	<ul style="list-style-type: none"> Present summary of Stage 1 work Define adoption scope, timelines, and key activities with the customer

Adoption phase

Collibra resource scheduling

Ignite package	Ignite calendar weeks	Enterprise Architect schedule	Implementation Manager schedule
Ultimate	10-52	Up to 2 half days/week	Up to 2 hours/week
Premier	10-52	Up to 1 half days /week	Up to 1 hour/week
Standard	10-52	10 occurrences of up to 1 half day for the duration of the contract	10 x 1 hour

Typical adoption activities for Data Quality

Typical adoption activities will vary. Activities depend on the customer priorities, Ignite package procured and by the time allocated for the Collibra Enterprise Architect per the “Collibra Resource Scheduling” table above.

Planning		
Phase/Task	Customer responsibility	Collibra responsibility
Establish the plan for the year, including both periodic and ongoing activities	Provide internal use cases; participate in planning; participate in quarterly reviews	Develop the plan for the adoption phase to align with the customer’s roadmap; conduct regular reviews and updates of plan

Design		
Phase/Task examples	Customer responsibility	Collibra responsibility
Further use cases	Identify new business areas; define intake criteria; prioritize based on business needs	Assist with intake framework design; recommend data sets; validate technical feasibility
CICD pipeline automation**	Define environments, standards and deployment cadence	Provide pipeline templates; guide integration with existing tools
Remediation framework design**	Define business rules and approval workflows for issue remediation	Design integration and provide remediation architecture blueprint
Additional environment setup	Request new environments; provide infrastructure access and specs	Provision new DQ instance/environment; validate config and security

** Capabilities dependent on Features General availability.

Best practices		
Phase/Task examples	Customer responsibility	Collibra responsibility
Rightsize DQ coverage	Share current business priorities and data volume expectations	Recommend scope balancing (deep vs broad coverage); provide tuning guidance
Pipeline automation	Share current ingestion and validation approach	Share patterns for automated triggers and batch processing
Third-party rules migration	Share rule library and intent; prioritize critical rules	Map and migrate rules; validate against migrated data and expected results

Knowledge acceleration		
Phase/Task examples	Customer responsibility	Collibra responsibility
Education and awareness initiatives	Nominate DQ champions; organize internal learning events	Deliver enablement sessions; share communication templates for awareness campaigns
Build communities and champions	Engage business and technical users; define recognition plan	Provide champion program framework; host Q&A/Office Hours sessions

Adoption support		
Phase/Task examples	Customer responsibility	Collibra responsibility
Productionize intake	Share updates on newly onboarded data sets and owners	Review data set readiness; support deployment and onboarding
Raise the profile of Data Quality to be an organization-wide effort	Align with data governance leadership	Provide artifacts and examples of org-wide comms; support with exec briefings
Recognize key DQ processes and people	Identify internal DQ stakeholders and processes	Validate operating model; recommend roles and responsibilities

Operational excellence		
Phase/Task examples	Customer responsibility	Collibra responsibility
Keep up with product updates and education	Track release notes; participate in DQ community calls	Share product roadmap, releases and impact summary; notify of important updates
Custom reporting and dashboards	Define metrics and visualization needs; validate reports	Design templates and reusable components; assist in building and testing dashboards
APIs usage for triggers and migrations	Share integration points and intended use cases	Provide API documentation and examples; assist in automation enablement

Out of scope

All tasks not detailed in the relevant IN-SCOPE section above are considered out of scope, including:

1. Organizational change management activities such as communication planning, organizational design or role mapping
2. Program management is the responsibility of the customer including all communication with the steering committee
3. Design, configuration and implementation of high availability or disaster recovery environments
4. Installation, configuration, use or administration of any third-party software not provided by Collibra
5. Use of third-party test automation software or test automation expertise.
6. Database administration (DBA) responsibilities include configuration or administration of database servers and database software
7. Knowledge of third-party software APIs and interface mechanisms
8. Custom report development using third-party tools
9. Connectivity to non-supported data sources

Assumptions

1. The Implementation Phase identifies the customer's responsibility for preparing the recommended infrastructure for installing Edge. For additional information, see [Edge Configuration](#) and [Data Quality Configuration](#)
2. Workshops will be delivered on Generally Available (GA) features of the Product
3. The following describes the scheduling of Collibra personnel for the duration of the engagement:
 - Block-scheduled: Collibra personnel are scheduled in advance for the entire engagement period
 - Half-day allocation: Each scheduled block represents a half-day of Collibra personnel time
 - Weekly expiration: These half-day blocks expire on a weekly basis
 - Customer-facing and non-customer-facing activities: The scheduled time includes both customer-facing activities and internal tasks in support of the engagement
4. Collibra personnel shall be deployed during Collibra's normal operating hours in the location of work
5. The customer will ensure that all relevant participants are informed, scheduled, and available for their parts of the agreed project plan
6. The customer will provide information and/or access as requested by Collibra for analysis, design and integration, as needed during the project
7. Collibra consultants will make maximum use of out-of-box product capabilities
8. For the Implementation Phase, connect up to 2 [supported data sources](#)
9. The contract expiration is twelve (12) months from the Order Effective Date. Collibra shall not be obligated to perform any Professional Services or provide any Deliverables after this expiration

10. The customer will secure and provide timely access to data, documentation, systems, resources and facilities necessary to complete all tasks
11. Collibra will provide services on licensed Collibra products and functionality only
12. Remote delivery is assumed unless mutually agreed upon otherwise