



**California**  
**Department of Child Support Services**

# The Project Academy Series:

## Data Conversion

■ April 23<sup>rd</sup> and 25<sup>th</sup>, 2014



# Welcome and Introductions

## Anthony Blue:

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# Agenda

- Objectives
- What is Data Conversion?
- CCSAS Project Background
- Steps to Success
- Post – Conversion Activities
- Summation
- Questions





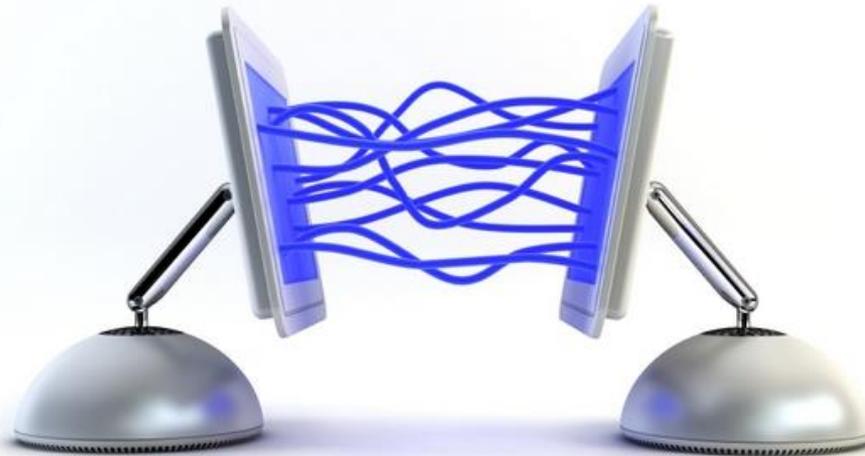
# Objectives

- Understand the phases of data conversion
- Discuss a successful methodology for data conversion
- Learn what defines data conversion success



# What is Data Conversion?

- The conversion of computer data from one format to another





# CCSAS Project Background

- **California Child Support Automation System (CCSAS)**
  - **Division of Work**
    - Project Management Office (PMO)
    - Quality Assurance (QA)
    - Technical Architecture
    - Application Development
    - Implementation (Conversion included)
  - **Conversion Activities/Approach**



# Steps to Success

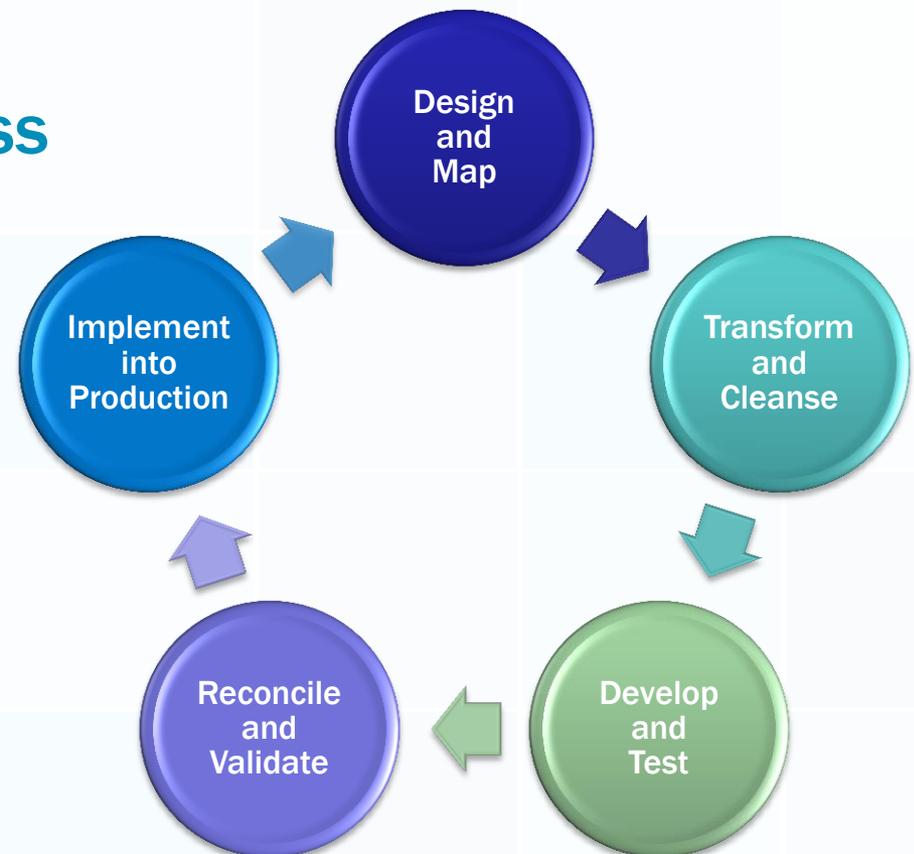
## ■ Data conversion methodology decision

- Business Process

- Application Process

## ■ Obtain Resources

## ■ Understand the Steps





# Step 1: Design and Map

- Conversion Requirements
  - Primary
  - Secondary
  
- Class Exercise





# Step 2: Transform and Cleanse

## ■ Pre-Conversion Activities

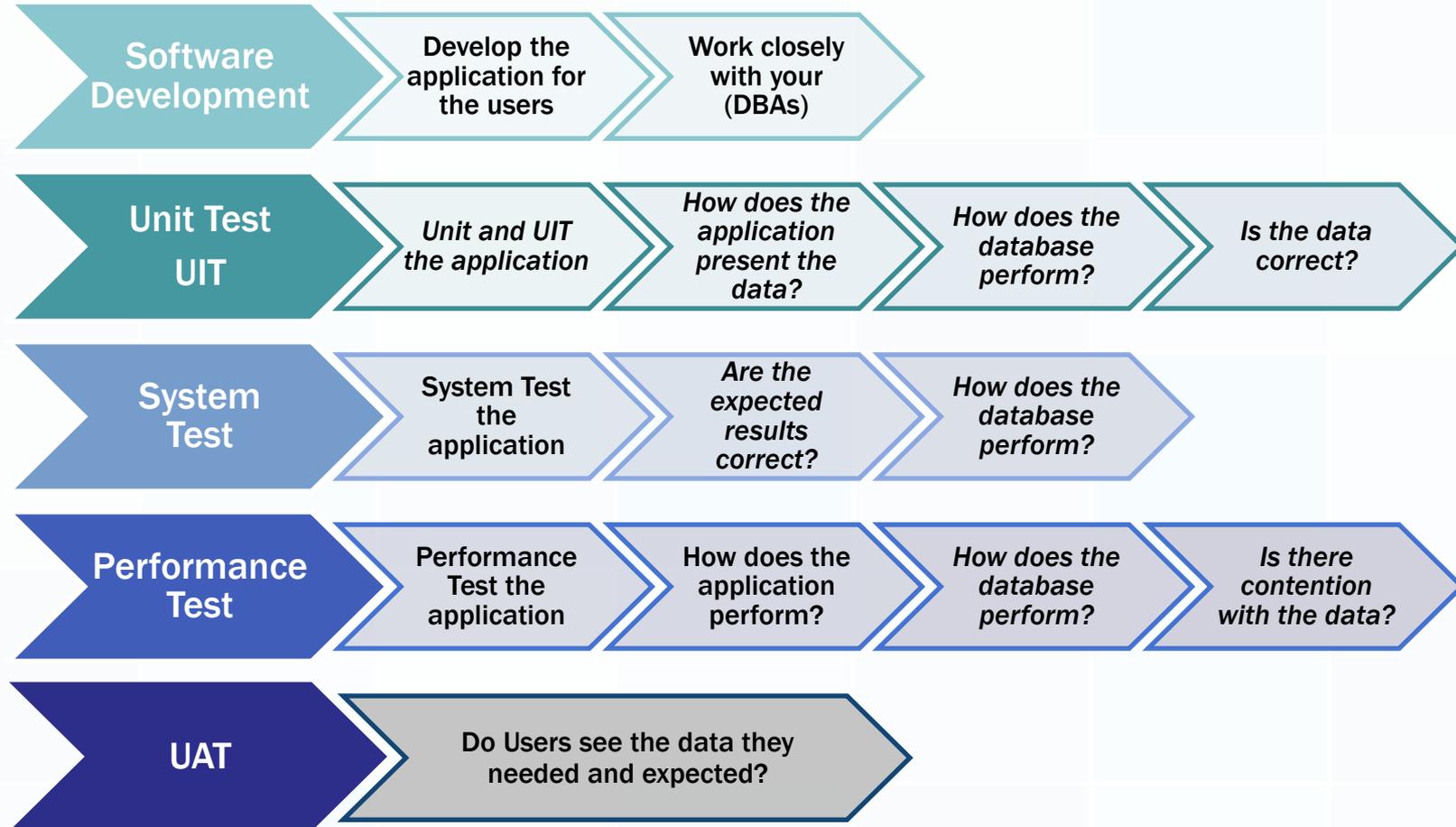
- Prepare and Maintain Data Maps
- Conduct Gap Analysis
- Develop and Maintain Derivation Programs
- Situation Specific Conversion Planning
- Iterative Data Cleansing
- Readiness Testing and Assessments

## ■ Class Exercise

Transform  
and  
Cleanse



# Step 3: Develop and Test



Develop  
and  
Test



## Step 4: Reconcile and Validate

- **User Validation of the application AND the data**
- **Be prepared for changes:**
  - **Additional data**
  - **Removal of data**
- **Users must be satisfied and database must function properly**



# Step 5: Implement Into Production

- **Confirm Cutover Schedule**
- **Complete Final Data Cleansing**
- **Finalize Work in Progress Activities**
- **Execute Cutover Checklist**
- **Perform Pre-Production Verification**

Implement  
into  
Production



# Post – Conversion Activities

- Continue
  - Reconcile
  - Validation
- Post Data Clean Up
- Lessons Learned





# Summation

- Phases of data conversion
- Successful methodology for data conversion
- Know what is data conversion success



# Questions

