

**ADDENDUM 1 – USE CASE**  
**ITN01-2202859B01-ENTGOV-XXXXXX**  
**ENTERPRISE GOVERNANCE – DATA AND SECURITY**

**Discover Assets**

When users need to find reports, dashboards, etc. that contain context that meet specific requirements. When existing reports/dashboards may not be readily available to users. This use case could include teachers, instructional leaders, support staff, leadership, and C-suite members.

This use case would likely be one of the first actions taken by a user upon logging onto the system.

This use case could assist users in finding relevant items matching search criterion by connecting to various data sources including but not limited to SQL, Salesforce, Workday, various LMS, etc.

**Certify Assets**

When a report, dashboard, or other data source is 'flagged' as a 'certified' or equivalent status. This 'flag' would be visible to general users including filterable.

This use case could include a group of identified persons which may be described as Data Stewards.

This use case would likely be a specialized task taken by an authorized user as a specific action.

This use case could assist in the identification of a single source of truth.

**Identify Redundant/Unused Reports, Dashboards, or Data Sources**

When a report, dashboard, or other data source is 'flagged' or reported as being similar in nature to another report/dashboard/data source.

When a report, dashboard, or other data source is reported on regarding the usage statistics for accessing the item.

This use case could be utilized by a group of identified persons which may include Data Stewards, Leadership Team Members, or Operational Managers.

This use case would likely be a specialized task taken by an authorized user as a specific reporting action.

This use case could assist in the identification and reduction of duplicated efforts and one-off reports.

**Custom Tagging and Filtering**

When an authorized user creates a tag/flag to identify information that can be searched and filtered on.

This use case could be utilized by Data Stewards, Information Security members, or Operational Managers to classify objects.

This use case would likely be a specialized task taken by an authorized user as a specific action.

This use case could assist in tagging or classifying PII, sensitive information or information that can be filtered or searched on.

**Capture and store metadata for terms in systems connected to the tool**

- a. Persona – Data Architect
- b. Goal: Capture metadata for all elements within a data store
  - i. SQL Server (database, table, column)
  - ii. File (csv, txt, delimited, etc.)
  - iii. Azure Data Lake
  - iv. Azure Synapse Analytics
- c. Requirements:

**ADDENDUM 1 – USE CASE**  
**ITN01-2202859B01-ENTGOV-XXXXXX**  
**ENTERPRISE GOVERNANCE – DATA AND SECURITY**

- i. Information to include definition, data type, aliases
- ii. Display findings via a GUI within the tool and export to common format(s) – (excel, PDF, delimited file, etc.)
- iii. Allow bulk load of metadata from an external file
- iv. Allow updates to metadata stored in the tool via GUI or bulk load

**Find changes within an existing data store**

- a. Persona – Data Architect
- b. Goal: identify changes within a data store from one point in time to another - examples:
  - i. SQL Server (database and table level)
  - ii. File (csv, txt, delimited, etc.)
  - iii. Azure Data Lake
  - iv. Azure Synapse Analytics
- c. Requirements:
  - i. GUI for initiating the comparison and time-based auto initiation
  - ii. Display findings via a GUI within the tool and export to common format(s) – (excel, PDF, delimited file, etc.)

**Find a change to a transformation**

- a. Persona – Data Architect
- b. Goal: identify changes to 'code' – examples:
  - i. SQL Server (function, stored procedure, SSRS, SSIS, SSAS, etc.)
  - ii. json
  - iii. Azure Data Factory
- c. Requirements:
  - i. GUI for initiating the comparison of old and new formats and time-based auto initiation
  - ii. Display findings via a GUI within the tool and export to common format(s) – (excel, PDF, delimited file, etc.)

**Compare data lineage between two elements**

- a. Persona – Data Architect
- b. Goal 1: Identify elements with the same name, but different population rules / processes
- c. Goal 2: Identify elements with the different names, but the same population rules / processes
- m. Requirements:
  - i. GUI for initiating the comparison and time-based auto initiation
  - ii. Display findings via a GUI within the tool and export to common format(s) – (excel, PDF, delimited file, etc.)

**Compare terms and definitions**

- a. Persona – Data Architect
- b. Goal 1: Identify elements with the same name, but different definitions or aliases
- c. Goal 2: Identify elements with the different names, but the same definition or aliases
- d. Requirements:
  - i. GUI for initiating the comparison and time-based auto initiation
  - ii. Display findings via a GUI within the tool and export to common format(s) – (excel, PDF, delimited file, etc.)