

## **Project Background and Purpose**

NTG Clarity Networks undertook several related projects for a major oil and gas producing company to review their Network Connectivity Environment, visit and assess Field Sites, conduct a review and document their Applications Software and practice, and review their Intranet requirements. The work on the projects was performed at the company main location in Calgary and 10 other remote field sites. The company is a major player engaged in oil and gas production in Canada with head offices in Calgary and international operations.

The scope of the network, site and applications review project consisted of the following activities.

- Conduct a Network hardware, software and telecommunications links review.
- Visit the 10 remote locations and review the network setup and configuration and discuss with the users the network and applications performance.
- Visit a sample of the 'doghouses' and review the applications performance (5 - 10 sites)
- Review the applications performance as related to the network, determine root cause of any performance problems, and recommend changes to the network, applications or business processes to overcome those root causes.
- Review the software and data distribution model, and cost out alternatives that would give quantifiably better performance.
- Review the network design and propose enhancements and changes.
- Review the remote dial in access solution.
- Review the cost/performance of the network and recommend any alternatives or changes.
- Review reliability and redundancy of the Network
- Interview a selected group of Calgary managers to get their views on the direction of IT applications.
- Prepare a report with findings, analysis and recommendations. The report also included the responses from peer companies to a field office survey conducted by Talisman and discussions around centralization / decentralizations, security and IS best practices.

NTG Clarity also undertook a project to document the company Applications and prepare a report of observations, findings, analysis and recommendations.

The scope of the company application documentation project included the following activities.

- Meet with company staff to identify the documentation standards
- Build a template for the documentation
- Review existing documentation and identify what is lacking
- Prepare a project plan that would include the list of applications, its required documentation, and its completion dates.
- Complete the required documentation
- Prepare a report with our observations and recommendations

In addition, NTG Clarity undertook a project to review the company Intranet requirements and prepare a report of observations, findings, analysis and recommendations.

The scope of the company Intranet review included the following activities.

- Meet with company key staff that are in charge of the Intranet
- Review the existing Intranet
- Build a template and questionnaire for the users interviews
- Prepare a project plan that would include the list of users to be interviewed and issues to discuss
- Conduct Interviews with users identified by the project team
- Prepare a list of the requirements identified by the users
- Review of existing Intranet applications in the market place and rank them as their applicability to the company requirements
- Prepare a report with our observations, analysis, findings and recommendations

## **Methodology and Key Activities:**

Standard and well documented NTG Clarity project and activity methodologies were used to accomplish the work on the above projects. These consisted for well defined and proven steps outlined below.

**Prepare a Project Plan:**

· A well-documented project plan was developed and reviewed with the company to ensure that all aspects of the assignment are addressed.

**Identify key components and Prepare Templates:**

- Review Intranet applications in the marketplace
- Identify the key Intranet components and prepare templates.
- Identify the key network and system components to be reviewed and the required information for each type and prepare templates and questionnaires for the site visits to be completed by the NTG staff.
- NTG staff will visit the 10 major company remote locations and will also visit a sample of the Doghouses. During these visits NTG staff will meet with the users and review their issues and feed back regarding the network and the systems. NTG staff will also perform some network and applications performance tests at these sites.
- Identify the key applications and system components to be documented and the required information for each type and prepare templates.

**Regular Review Meetings:**

· These meetings will ensure that all stakeholders understand progress and issues.

**Conduct Users Interviews**

**Prepare a Final Report**

**Accomplishments and Results:**

The work on the projects in for the major Canadian oil and gas producer to review their Network Connectivity Environment, visit and assess Field Sites, conduct a review and document their Applications Software and practice, and review their Intranet requirements was accomplished in a professional and satisfactory manner. This demonstrated the capabilities on NTG Clarity project teams to work successfully in diverse and challenging corporate environments.