

# Principles and Practices for Developing Information Architectures

*For Knowledge Management Systems*

Course Outline

## **Day One**

Module 1: Introduction to Information Architecture

- What is Information Architecture (IA)
  - IA Areas of Practice
  - Understanding What is IA Success
  - IA Roles and Responsibilities
- IA Components
  - Content Model
  - Metadata Schema
  - Taxonomy

Module 2: Introduction to Course Case Study

- (This is the Case Study that will be used to complete the exercises)

Module 3: The Content Model

- Content Model Overview
- Constructing the Content Model
  - Steps toward Constructing the Content Model
  - Content Modelling Best Practices
- Exercise 1: Construct the Content Model  
(See Case Study)

Module 4: Performing the Content Audit

- Content Audit Overview
- Content Audit Step-by-Step Process
- Content Audit Tools
- Exercise 2 Perform a Content Audit  
(See Case Study)

Module 5: Metadata Schema

- Metadata Schema Overview
- Create Metadata Schema Step-by-Step Process
- Metadata Schema Tools
- Exercise 3: Develop the Metadata Schema  
(See Case Study)



#### Module 6: Taxonomy

- Taxonomy Overview
- Creating the Taxonomy Step-by-Step Process
- Taxonomy Tools
  - Card Sort
  - Conducting a Card Sort
- Exercise 4: Develop Solution Taxonomy  
(See Case Study)

### **Day Two**

#### Module 7: IA and Search

- IA Influence on Search Overview
- IA and SEO (Search Engine Optimization)

#### Module 8: IA and UI/UX Design

- IA and UI/UX Overview
- Wireframes
- Developing Wireframes

#### Module 9: IA and Governance

- Governance Overview
- IA Role in Governance
- Governance Model
- Governance Plan

#### Module 10: Planning and Executing an IA Project

- Enterprise Information Architecture Checklist

#### Module 11: Implementing IA

- SharePoint 2013
- Sites and Site Collection Structures
- Content Modeling/Type Definitions, Metadata Schemas and Taxonomy Management
- Search Integration
- Managed Administration

#### Module 12: Certification Exam

- Certification Exam Overview
- Certification Exam