Blackboard Add-on Governance Checklist - SAMPLE

Before installing add-ons we must first understand the impacts on the existing Blackboard service configuration. The following check list should be used to evaluate any add-ons under consideration.

Each category includes a task list of items to be tested/evaluated with regard to how the B2 under consideration would impact the Blackboard service. For each item, add notes that describe your understanding of the impacts. Include any pertinent recommendations for installation or configuration.

---

Evidence of need/demand

- **Client tool**
  Notes:

- **Admin tool**
  Notes:

- **Function/value**
  Notes:

---

Developer vetting

- **Bb partner**
  Notes:

- **Third party**
  Notes:

---

Functionality and performance

- **Data integration** - affect on SIS integration configuration/process
  Notes:

- **Load testing** - effects on the system; db queries; connection pool
  Notes:

- **Course archive/content effects** - effect on archived content/records;
  Notes:

- **Systems integration** - effects of interaction with IAS, desktop software configuration
  Notes:

- **Compatibility** - technical req and cross-platform compatibility
  Notes:

- **Network effects** - effects of usage on the campus network
  Notes:

- **Business process effects** - determine changes required
  Notes:

---

Security

-
FERPA - determine if acceptable policies
Notes:

Support

Vendor support - SLA; roles
Notes:

ITS support - develop expertise; SLA
Notes:

Installation/maintenance

Testing - establish testing schedule
Notes:

Update cycle - determine frequency of upgrade
Notes:

Upgrade stability - determine stability across service packs
Notes:

Management - determine level of control over updates
Notes:

Licensing

License program exists that is acceptable
Notes: