
Y2K



Planning

Planning for Y2K



Requires:

- Organization
- Coordination
- Technical expertise

Assessment



- Identify general Y2K issues
- Determine relevancy to your organization

Inventory



- Perform comprehensive inventory
- Focus on one issue at a time
- Focus only on problem areas

Analysis



- Identify potential Y2K problems
- Perform technical research and analysis
- Include a risk assessment

Strategy



- Develop strategy to address each problem
- Identify all possible solutions
- Implement and test solution strategies

Solutions



- Deploy corrected item or corrective process
- Make this effort transparent to users

Fall-back plan



- Include a fall-back option in all analyses
- Reprioritize based on fall-back costs
- Work on fall-back implementation in parallel