Checklist

Make your move to ⛵ckan

This checklist provides a concise guide for government entities planning to transition from their current open data platform to CKAN. It outlines key steps and considerations to ensure a smooth and efficient migration process.

1. Project Planning and Stakeholder Engagement

- **Identify Stakeholders:**
  List all internal and external stakeholders involved in the transition.

- **Define Objectives:**
  Clearly articulate the goals of moving to CKAN (e.g., enhanced customization, cost savings).

- **Create a Timeline:**
  Develop a realistic timeline for the transition, including major milestones.

2. Assessment and Requirements Gathering

- **Assess Technical Infrastructure:**
  Review the existing technical environment and how your portal is integrated with other systems.

- **Assess Data Infrastructure:**
  Gather information on data that is currently published - is it automated? What formats are used? What is the volume of data?

- **Determine CKAN Requirements:**
  Specify technical and functional requirements for CKAN based on current and future needs.

- **Resource Allocation:**
  Ensure adequate technical and human resources are available for the project.

3. Data Migration Strategy

- **Inventory of Datasets:**
  Catalog all datasets that you currently manage.

- **Data Cleaning:**
  Address any data quality issues before migration.

- **Use Data Harvesters:**
  Automate the migration process using specialized tools to transfer datasets from your current data portal to CKAN.

- **Validation:**
  Post-migration, validate the integrity and completeness of the data.

4.
CKAN Customization and Setup

- **Install CKAN:**
  Set up the CKAN environment on chosen infrastructure.

- **Customize CKAN:**
  Implement customizations and configurations specific to your operational and branding needs.

- **Add Extensions:**
  Install any CKAN extensions that enhance functionality or integrate with existing systems.

5.
Training and Documentation

- **Develop Documentation:**
  Provide comprehensive user and technical documentation for CKAN. Much of this is already available from the CKAN community.

- **Conduct Training Sessions:**
  Train all end-users and administrators on how to use and manage the CKAN platform.

6.
Go-Live and Support

- **Launch Plan:**
  Plan and execute the go-live strategy to switch from your current data portal to CKAN.

- **Ongoing Support:**
  Establish a support framework to address any technical challenges or user queries.

Transitioning to CKAN from your current data portal is a significant step towards a more flexible and **cost-effective open data management solution**. This checklist is designed to guide you through each phase of the migration process, ensuring a successful transition to CKAN.

Find out more about migrating to CKAN

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