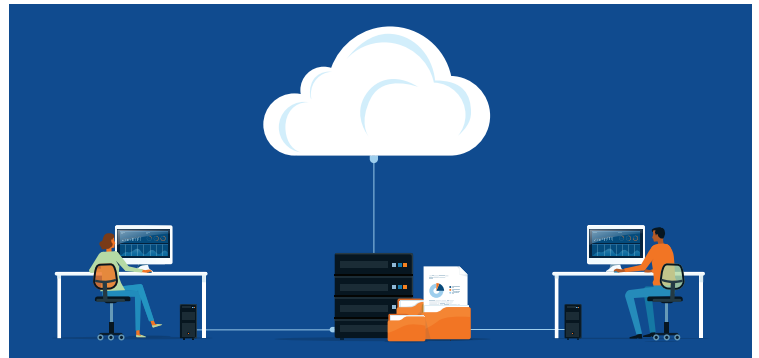


Links and videos within the Navigator are best viewed and experienced using a non-NMCI device. If you are using an NMCI machine, full links are provided on page 3. Copy and paste the full links into the URL bar of a new browser window to view the content.

COMPETENCY CORNER

This month, we discuss **Technology and Data Management**, which involves keeping up-to-date on technology and overseeing its effective use to achieve results; ensuring secure access to technology systems; and planning and managing data storage and retrieval systems that comply with data standards and processes.

- 1. Awareness:** You have an awareness of the basic concepts of data management. You know the principals, methods, and techniques of information technology (IT), including cybersecurity.
- 2. Basic:** You have a basic understanding of data management principles, procedures, and tools; and participate in identifying general technology and data requirements for your area of responsibility.
- 3. Intermediate:** You apply data management principles, procedures, and tools to facilitate decision making; identify technology requirements and evaluate solutions; and apply knowledge of IT systems to ensure secure access to those systems.
- 4. Advanced:** You have an advanced understanding of data management principles and procedures and streamline data collection for enhanced productivity. You develop evaluation criteria to assess the effectiveness and adequacy of technology; and participate in the development of technology and data management strategies.
- 5. Expert:** You serve as a key advisor; identify shortcomings in technology and data management systems and advocate for and implement solutions. You provide vision for technology and data management strategies.



READY TO ADVANCE YOUR PROFICIENCY? Opportunities include:

Awareness/Basic:

- Read about the [7 types of data management](#).
- Check out [this video](#) on unstructured data and why it's important to organizations.

Intermediate:

- Learn [the differences between data management vs data governance](#).

Advanced/Expert:

Access the following opportunities — coming in late July — offered through Career Compass:

- Listen to the podcast: [Five Steps of Data Storytelling](#)
- Participate in the on-demand webinars:
 - › [Data Management: The Storytelling Method](#)
 - › [Cloud Computing Models: Technology and Security](#)

Check out more learning and development opportunities in the [Career Compass Catalog](#).

CAREER COMPASS SPOTLIGHT

**Maximize Your Team's Competencies.
Promote a Culture of Learning.
NEW Video Now Posted [Here!](#)**

NAVFAC cannot experience sustained success or meet our mission unless each of us develops both our technical and non-technical competencies. That takes embracing a culture of continual learning! In this short video, we explore the important connection between competencies and our ability to meet the speed, agility, and cost benchmarks outlined by RADM Korke. [Watch it now!](#)



Completed Your Career Compass IDP? You May Wonder What's Next...

Hopefully you completed or are in the process of completing your Individual Development Plan (IDP) by the 15 July deadline! You may be wondering what comes next.

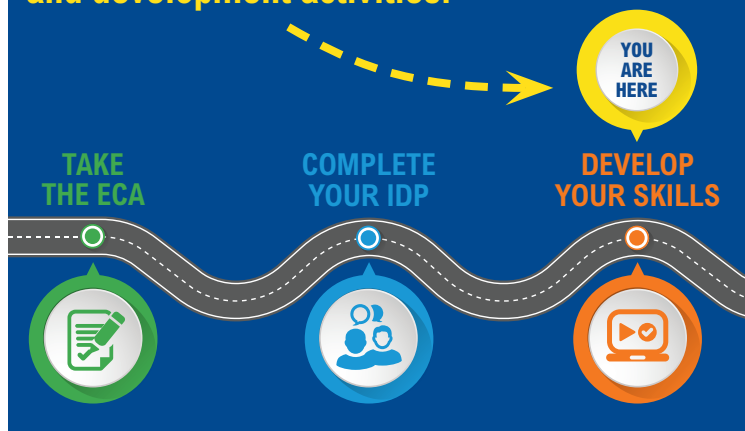
The third step in the "ECA to IDP Cycle" is to use your IDP to guide your learning and development activities throughout the coming year. These [Career Compass Resource Center](#) (CCRC) tools should help:

- [Competency Development Content Pages](#) – Explore individual competency pages, which feature available learning opportunities, such as webinars, podcasts, and infographics. Check back frequently as new materials are continually being developed and uploaded.
- [CCRC Event Calendar](#) – Browse the schedule of upcoming virtual learning and development events available to all NAVFAC employees.
- [Career Compass Catalog](#) – Pursue the activities you identified in your IDP or find new opportunities by searching this online catalog.

HAVE QUESTIONS? Your local Command BD17 (your Civilian Training Advocate) can provide answers and guidance! Find a contact list [here](#) on the CCRC.

THE THIRD STEP IN THE ECA TO IDP PROCESS

Use your IDP to guide your learning and development activities.



WHAT THE EXPERTS SAY...

4 Data Management Best Practices

Implementing best practices can help organizations get the most out of their data. Here are four best practices for an effective data management strategy.¹

1. Clearly identify your business goals

Setting goals helps determine the process for collecting, storing, managing, cleaning, and analyzing data. Clearly defined business objectives ensure you're only keeping and organizing data relevant for decision-making. It also prevents data management software from becoming overcrowded and unmanageable.



2. Focus on the quality of data

Create goals to streamline data collection and storage, but make sure to complete regular checks for accuracy so data does not become outdated or stale, negatively impacting analytics. Identify incorrect or inconsistent formatting, spelling errors, and other errors. Train team members on the process.



3. Allow the right people to access the data

Make sure the right people can access data when and where they need it. Instead of issuing blanket rules for everyone, set up different levels of permissions so each person can access the relevant data to do their jobs.



4. Prioritize data security

Put protections in place to keep your data secure from outsiders. Be prepared for the worst-case scenario with a strategy in place for handling a potential breach. Use the right data management software to help keep data secure and safe.



Read the full article [here](#).

¹ <https://www.tableau.com/learn/articles/what-is-data-management>



If you are unable to access the links in the previous pages, copy and paste the full links below into the URL bar of a new browser window to view the content.

Competency Corner

[7 types of data management](https://www.talend.com/resources/what-is-data-management/) — <https://www.talend.com/resources/what-is-data-management/>

[Video on unstructured data](https://www.youtube.com/watch?v=T5ibveutnnU&list=PLQasC2q1UjQEY0cn-pRMTz96z7clm0V1JS&index=22) – <https://www.youtube.com/watch?v=T5ibveutnnU&list=PLQasC2q1UjQEY0cn-pRMTz96z7clm0V1JS&index=22>

[Differences between data management vs data governance](https://www.tableau.com/learn/articles/data-management-vs-data-governance) — <https://www.tableau.com/learn/articles/data-management-vs-data-governance>

[Five Steps of Data Storytelling Podcast](https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/comp_dev_content/technology-data-management.html) — https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/comp_dev_content/technology-data-management.html

[Data Management: The Storytelling Method on-demand webinar](https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/comp_dev_content/technology-data-management.html) — https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/comp_dev_content/technology-data-management.html

[Cloud Computing Models: Technology and Security on-demand webinar](https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/comp_dev_content/technology-data-management.html) — https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/comp_dev_content/technology-data-management.html

[Career Compass Catalog](https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/ccr.html) — https://www.navfac.navy.mil/jobs/workforce-development/ccrc/emp_resources/ccr.html

Career Compass Spotlight

[New Video: Concrete & Rebar](https://www.youtube.com/watch?v=_phOWd0UCJg) — https://www.youtube.com/watch?v=_phOWd0UCJg

Completed Your Career Compass IDP? You May Wonder What's Next...

[Career Compass Resource Center](https://www.navfac.navy.mil/jobs/workforce-development/ccrc.html) — <https://www.navfac.navy.mil/jobs/workforce-development/ccrc.html>

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[CCRC Event Calendar](https://www.navfac.navy.mil/jobs/workforce-development/ccrc/event-calendar.html) — <https://www.navfac.navy.mil/jobs/workforce-development/ccrc/event-calendar.html>

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[Have questions?](https://www.navfac.navy.mil/jobs/workforce-development/contact.html) — <https://www.navfac.navy.mil/jobs/workforce-development/contact.html>

What the Experts Say: 4 Data Management Best Practices

[Read the full article](https://www.tableau.com/learn/articles/what-is-data-management) — <https://www.tableau.com/learn/articles/what-is-data-management>

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<https://www.navfac.navy.mil/jobs/workforce-development/ccrc.html>

