

Knowing What You Know and Need to Know: How to Conduct a Knowledge Audit

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Knowing what you know – or don't know – is an important building block in a knowledge initiative. Conducting a knowledge audit is the way to find out about what knowledge exists and what people need to do their jobs. This K-Guide takes you through the practical steps of conducting an audit, what pitfalls to avoid, and how to communicate the results in the most effective way. Several case examples serve to illustrate the wide range of situations where knowledge audits have been successfully applied.

CONTENTS

INTRODUCTION	2
WHAT IS A KNOWLEDGE AUDIT?.....	2
RELATED TECHNIQUES	2
BENEFITS OF A KNOWLEDGE AUDIT	3
WHEN TO CONDUCT A KNOWLEDGE AUDIT	3
THE ELEMENTS OF AN AUDIT	4
1. SCOPING AND PLANNING	5
2. FACT FINDING.....	8
3. DATA ANALYSIS	16
4. DEVELOPING DELIVERABLES	21
5. STIMULATING ACTION	26
6. REVIEW AND REVISIT	28
GUIDELINES	31
PITFALLS	32
CASES AND EXAMPLES	33
SEARCHING FOR INFORMATION AT DWP	33
A HEALTHY AUDIT AT NHS MODERNISATION AGENCY.....	34
STARTING FROM SCRATCH AT DAVIES ARNOLD COOPER	35
AN AUDIT SHAPES A HOLISTIC KM STRATEGY AT ODI.....	37
A KNOWLEDGE AUDIT REVITALIZES KM STRATEGY AT HEFCE.....	39
NESTLÉ OY: AN AUDIT WITH AN IPR FOCUS	40
NORTHROP GRUMMAN USES AUDIT TO REVIEW KM STRATEGY REVIEW	41
APPENDICES	43
A. IMPORTANCE / USEFULNESS TRIGGER QUESTIONS.....	43
B. TYPICAL AUDIT QUESTIONS.....	44
C. KNOWLEDGE RESOURCES (ASSETS) QUESTIONNAIRE	45
D. KNOWLEDGE SOURCES QUESTIONNAIRE	48
REFERENCES AND RESOURCES	50
ADDITIONAL RESOURCES	50
ADDITIONAL INFORMATION	51

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