THE Open GROUP

The Digital Practitioner Foundation Study Guide

by Andrew Josey

Preparation for the DPBoK™ Part 1 Examination

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Preface

The Open Group

The Open Group is a global consortium that enables the achievement of business objectives through technology standards. Our diverse membership of more than 700 organizations includes customers, systems and solutions suppliers, tools vendors, integrators, academics, and consultants across multiple industries.

The mission of The Open Group is to drive the creation of Boundaryless Information Flow™ achieved by:

- Working with customers to capture, understand, and address current and emerging requirements, establish policies, and share best practices
- Working with suppliers, consortia, and standards bodies to develop consensus and facilitate interoperability, to evolve and integrate specifications and open source technologies
- Offering a comprehensive set of services to enhance the operational efficiency of consortia
- Developing and operating the industry's premier certification service and encouraging procurement of certified products

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This Document

This document is a Study Guide for the DPBoK™ Foundation certification. This first edition is aligned with the Digital Practitioner Body of Knowledge Standard™, Version 1.0, also known as the DPBoK Standard. It gives an overview of every learning objective included in the syllabus, and in-depth coverage on preparing and taking the DPBoK Part 1 Examination. It is specifically designed to help individuals prepare for the examination.

DPBoK Foundation certification can help:

- Those who require a first introduction and basic understanding of the Digital Practitioner Body of Knowledge Standard
- Individuals who wish to create and manage product offerings with an increasing digital component, or lead their organization through Digital Transformation
- IT professionals working within any size organization, from a startup through to a large enterprise, that has adopted digital approaches

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The audience for this document is:

- Senior digital business professionals, up to and including C-level, who need an increased awareness of digital practices
- Mid-career IT professionals who need retraining to stay relevant and validate their digital Subject Matter Expert (SME) status in specific domain areas
- Entry-level computing and digital business professionals
- College-level students and computing and digital business majors

The high-level structure of the document is summarized as follows:

- Chapter 1, *Introduction* provides a brief introduction to DPBoK Foundation certification, including the DPBoK Part 1 Examination
- Chapter 2, *An Introduction to the DPBoK Standard* provides a first introduction to key teminology, key concepts such as digital-first, Digital Transformation, and also the structure of the Body of Knowledge
- Chapter 3, *Digital Value* describes the basic concepts employed by the Digital Practitioner, such as why people want digital, computing, or IT services; the general outlines of their structure; how they come into being; and how they change over time
- Chapter 4, *Digital Infrastructure* describes the overall capabilities of digital infrastructure and initial concerns for its effective, efficient, and secure operation
- Chapter 5, *Application Delivery* describes the fundamental objectives and activities of application development
- Chapter 6, *Product Management* describes why product management is formalized as a company or team grows, and the differences between product and project management
- Chapter 7, *Work Management* describes the key concerns and practices of work management as a team increases in size
- Chapter 8, *Operations Management* describes the basic concepts and practices of operations management in a digital/IT context
- Chapter 9, *Coordination and Process* describes how to coordinate as the organization grows into multiple teams and multiple products
- Chapter 10, *Investment and Portfolio* describes aspects of IT investment and portfolio management, including finance, sourcing, portfolio management, Service Catalogs, and project management
- Chapter 11, *Organization and Culture* describes various aspects of organizational structure, human resources, and cultural factors, as an organization goes through the “team of teams” transition
- Chapter 12, *Governance, Risk, Security, and Compliance* describes the core aspects of governance, risk, security, and compliance, as an organization operates at enterprise scale
- Chapter 13, *Information Management* describes the basic aspects of information and data management on a large scale; this involves the establishment of formal governance, control, and

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management techniques for information

- Chapter 14, *Architecture* describes key practices and methods for managing complexity using Enterprise Architecture

How to Use this Document

The chapters in this document are arranged to cover the DPBoK Foundation syllabus and should be read in order. Where a topic requires further information from a later part in the syllabus, a cross-reference is provided.

Within each chapter are “Key Learning Points” and “Summary” sections that help you to easily identify what you need to know for each topic.

Conventions Used in this Document

The following conventions are used throughout this document in order to help identify important information and avoid confusion over the intended meaning:

- (*Syllabus reference Unit X, Learning Outcome LO-xxx: Statement*)

  Used at the start of a text block to identify the DPBoK Foundation syllabus learning outcome.

- Ellipsis (…)

  Indicates a continuation; such as an incomplete list of example items, or a continuation from preceding text.

- **Bold**

  Used to highlight specific terms.

- *Italics*

  Used for emphasis. May also refer to other external documents.

In addition to typographical conventions, the following conventions are used to highlight segments of text:

Note

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Tip

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About the Author

This document builds on materials from the Digital Practitioner Body of Knowledge Standard published by The Open Group. The author listed here has prepared this document. See the Acknowledgements section for more information.

Andrew Josey, The Open Group

Andrew Josey is VP Standards and Certification, overseeing all certification and testing programs of The Open Group. He also manages the standards process for The Open Group. Since joining the company in 1996, Andrew has been closely involved with the standards development, certification, and testing activities of The Open Group. He has led many standards development projects including specification and certification development for the ArchiMate®, TOGAF®, POSIX®, and UNIX® programs. Most recently he has led the development of the TOGAF Business Architecture Level 1 certification credential and DPBoK Foundation certification. He has led the automation of The Open Group standards development using a GitLab-based automated build toolchain. He is the lead author of this document.

He is a member of the IEEE, USENIX, and the Association of Enterprise Architects (AEA). He holds an MSc in Computer Science from University College London.

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