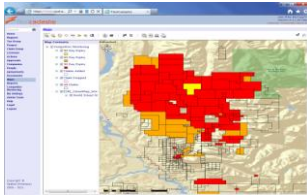
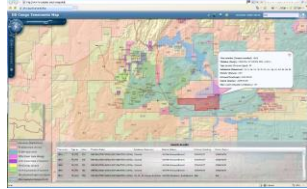




Project Delivery Management

*Regional User Conference, North America
May 6th – May 9th, 2013*



Fernando Foger, Project Manager

Project Implementation Methodology

- *Implementation Process*
 - Structured and client inclusive approach
 - Effective **design** and **planning**, proper **management** with task scheduling and articulate **communications** between all stakeholders
- *Implementation Lifecycle*
 - The implementation life cycle is divided into 4 key phases:
 - **Planning and Inception**
 - **Design and Configuration**
 - **Deployment, Testing and Go-Live**
 - **Support**




Managing Delivery

- ***Scoping Workshop***

- The scoping for the project is undertaken and the project is formally kicked off
- Scoping Report and Budget
- User Acceptance Testing (UAT) Criteria
- Implementation Plan – MS Project
 - Standardized project template which is modified according to requirements

Managing Delivery

- **Tools**

- Project Blog in 
- Project Tasks in 
 - Time Recording
 - Reporting – Project Status Analysis (Budgeted vs Actuals)
 - Invoicing
- Document , Data Management & Collaboration
 - 
 - Google Docs

Managing Delivery

- **Processes**

- Client Status Meetings (Weekly or Bi-Weekly)
- Traffic Light Reports

Status Report – Project Name
as of 1 Jan 2012

Prepared by: Name
Prepared for: Name

- On Track/No Issues
- ▲ Cautious Concern/Minor Issues
- Off Track/Serious Issues

	PROJECT NAME	PM	Manager	Sponsor	Phase
Project Summary		Required Effort	Forecast Effort	Forecast Budget	Actual To-Date
					Budget Variance
		Planned Start	Actual Start	Planned Completion	Estimated Completion
					Schedule Variance

Status	Current	Last Report	Summary Comments
Overall	●	●	
Budget	●	●	
Schedule	●	●	
Scope	●	●	
Resource	●	●	
Quality	●	●	
Risk/Issues	●	●	

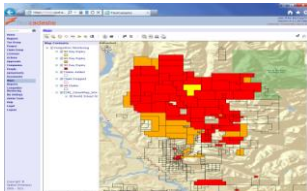
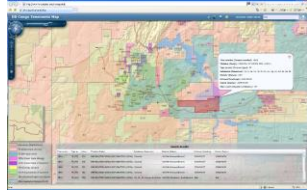
Items for management attention	Key Milestones & Dates	Initial	Revised	✓
1.	▪ Milestone 1	1 Jan 12	1 Jan 12	✓
	▪			

Service Transition to Support

- ***Service Level Agreement (SLA)***
 - Provision for:
 - User Support
 - Training
 - Customization
- ***Support Project***
 - Blog
 - Time Tracking
 - Data Management & Collaboration

Project Delivery Management

- **Questions?**



We'll Resume @ 1:45

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