

Process and Toolset Integration

A road map for user acceptance and proficiency for project control toolset implementations



Components

Needs analysis

Next steps road map to system self-sufficiency

Report development

Data interface/integration utilities

Process updates

Desktop instructions

Templates and other standard artifacts

Short burst training

Hands-on mentoring

Data quality audit and improvement plan

Establish project control business rhythm

PrimePM's services and solutions are designed to guide users step-by-step through the transition process for new software toolset implementations. **User acceptance of the new toolset is essential** to take advantage of and leverage the benefits of the toolset whether at a corporate level or for a specific project.

Our focus is on integrating the project control process with the new toolset and providing user assists to **minimize the impact** of the new toolset implementation. This includes **simplifying interfaces and procedures** where possible, **establishing templates and artifacts**, and **increasing user proficiency** with the process and new toolset functionality. Specific attention is given to other success factors for the new toolset such as **increasing the quality of the data** and effective use of the data.

We understand each software implementation, user knowledge levels, and business environment are unique. That is why we provide a range of options to fit your needs. You determine the level and duration of the support required to establish the desired level of project management process or toolset competency.

PrimePM's solutions reduce the level of complexity for the users as well as increase the ease of accessibility to user guidance and process assists. The result:

- Quickly establish a **repeatable and disciplined project control process** using the new toolset features and functions
- **Effective work practices** users can quickly reference and easily follow
- **Timely and useful data** project personnel can easily access and navigate to proactively manage their project

Integrated Approach

Process

Review of the system documentation, process, procedures, flowcharts, and artifacts. Does the current process require updates to reflect the new toolset environment? What new toolset functionality can simplify and further support the process?

Process and Toolset Expertise

Provide the guidance and process assists to ensure the users take ownership in the new toolset. What do the users need to be more productive and efficient?

Mentoring supports user acceptance and effective use of the process and toolset

Tools

Develop inputs, outputs, or automated utilities to reflect the new environment. What is needed to increase the data quality and usefulness?

Process and Toolset Integration Features

- **Reviews user factors:** user knowledge levels, process, project control artifacts, toolset implementation, data quality, training/mentoring venues
- **Structured transition approach** supported with objective accomplishment criteria
- **Robust audit** of the schedule and cost data quality, integration, and traceability
- **Proven project control artifacts** to assist the users
- **Transition plan and schedule** – select components to fit needs, scale, or implement over time

What are the Benefits?

- Enables the users to take ownership and **effectively apply the new toolset** to manage their work effort
- Enhances the ability to **maintain a knowledge base of user-focused references, artifacts, and procedures**
- Means to realize corporate project control system objectives and business needs – **ensures return on investment** in the new toolset
- Provides opportunity to **identify and resolve data integrity and usability issues** that can compromise the ability to provide timely, reliable, and actionable information
- Transition leadership and guidance to **quickly achieve desired results**

Process and Toolset Integration – Guidance to Self-Sufficiency



Interested in learning more? Contact us today at 877.447.0290