



# Implementation Methodology

## *Simplified Implementation with Maximized ROI*

Glovia has built a tremendous track record over the last 30 years of very successful implementations. We understand business. We understand systems. We understand that every business has unique system requirements. So we take the time to understand your needs and make sure we meet them.

To ensure the success of our implementations we have developed our own process that has been used in thousands of successful implementations worldwide. Our methodology, designed with a balance between structure and flexibility, enables us to provide a fast, efficient, economical implementation of Glovia software solutions every time. Our approach provides you with results and rapid returns.

We believe in simplicity and value. Our software solutions are based on this philosophy and our unique implementation approach is no different. glovia.com is structured for scalability, implementation ease, and rapid deployment and is continuously enhanced with these goals in mind. Our site-by-site phased implementation approach allows for a gradual evolution of information systems in your business without requiring a complete system replacement or complex business process re-engineering.

### *The Benefits*

We know you require minimal business disruption and predictable implementation costs. Many of our clients have replaced existing legacy systems with glovia.com and our automated conversion procedures cover a variety of legacy manufacturing execution systems. As a result, you benefit from our experience and replacing your existing system can be done efficiently and cost effectively.



The winning formula that ensures your success is the combination of Glovia's Implementation Methodology, aggressive project management, enterprise system expertise, world class education and superior training methods—all packaged to get you up and running quickly to enable a quick return on your systems investment.



Phase I: ORGANIZING	Phase II: PLANNING	Phase III: IMPLEMENTING	Phase VI: POST IMPLEMENTATION
<ul style="list-style-type: none"> <li>◆ Plan Organization</li> <li>◆ Plan How to Work Together</li> <li>◆ Prepare Statement of Work</li> <li>◆ Set Business and Project Objectives</li> <li>◆ Customize Macro Plan</li> <li>◆ Education Plan</li> <li>◆ Hardware Plan</li> <li>◆ Business Analysis</li> <li>◆ Plan for Next Phase</li> </ul>	<ul style="list-style-type: none"> <li>◆ Application Education</li> <li>◆ Plan New System</li> <li>◆ Conference room pilot</li> <li>◆ Finalize Micro Plans</li> <li>◆ Finalize Get Ready Plans</li> <li>◆ Finalize Customization Plans</li> <li>◆ Finalize Cut-over Plans</li> <li>◆ Data migration</li> <li>◆ Plan for Next Phase</li> </ul>	<ul style="list-style-type: none"> <li>◆ Application Training</li> <li>◆ Prepare Master Data</li> <li>◆ Write Policies and Procedures</li> <li>◆ Execute Get Ready Plans</li> <li>◆ Write Custom Programs</li> <li>◆ Write Contingency Plan</li> <li>◆ Execute Cut-over Plans</li> <li>◆ Go live</li> <li>◆ Plan for Next Phase</li> </ul>	<ul style="list-style-type: none"> <li>◆ Complete Project</li> <li>◆ Close Project</li> <li>◆ Operate 4-8 Months</li> <li>◆ Measure Objectives</li> <li>◆ Analyze Results</li> <li>◆ Audit</li> <li>◆ Make Future Plans</li> </ul>

Glovia Implementation Methodology benefits include:

- Secured management involvement, governance, and oversight
- Controlled project costs and schedules-solutions delivered on time and within budget
- A high degree of project visibility and documentation
- A system and business process architecture and platform that will support future improvement initiatives
- A basis to identify, manage, and control the risks to success

### *The Glovia Implementation Methodology*

The Glovia Implementation Methodology consists of four interlocking, building-block phases:

#### **Phase I: Organizing**

We start with an Implementation Workshop where project teams are formed with an emphasis on user involvement. Your project team, working in partnership with Glovia professionals, is the key to a successful implementation. Next, a 'big picture' software capability overview is presented from a business perspective along with system navigation basics. This is the foundation for development of an implementation project plan, which serves as a flexible tool used to define cross-functional roles and resources required for accomplishing specific tasks.

#### **Phase II: Planning**

Here, the business model is established with an emphasis on understanding software capability that is specific to your business requirements. This model, often called a

'Conference Room Pilot', becomes a prototype of the actual system where each business flow is analyzed and attuned to your business-integrating 'best business practices' for your particular industry view.

#### **Phase III: Implementing**

This is where the software solution is aligned with your business processes in a 'safe' environment prior to deployment. Continuing with the 'Conference Room Pilot', implementation risk is reduced through planned tasks, analysis of the system in your business, and through development of user operational procedures (using Glovia's Business Process Flow templates.) The emphasis is preparation for an orderly transfer of knowledge from the project team to the user community.

All business-system gap issues are addressed and documentation of personalization choices are completed. The 'Conference Room Pilot' is now used as the training vehicle for the user community to transfer system utilization knowledge thus insuring a smooth transition to the production system. Status and progress of scheduled tasks are tracked daily with the goal of full deployment within your business.

#### **Phase IV: Post Implementation**

This phase completes the implementation. The business/systems assessment (audit), usually four to eight months after the implementation is complete, provides final analysis to ensure the implementation objectives have been met.

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