7 STEPS

for Ascending to the Top of the ERP Implementation Mountain

Reach New Heights with Apero Solutions

Apero Solutions
ERP • WMS

INTRODUCTION

One of the biggest missteps that organizations take before they embark on the ERP software implementation journey is discounting the journey itself. It's the destination – the end result of the software being launched – that is often the focal point.

The journey, representing integral steps in the software implementation process, should be embraced as steps for positive organizational change. The greater the benefits to be achieved from an implementation, the greater the impact. And the best part is you can take an active role in mapping out the transformation process for your business.

Through a groundbreaking Implementation Commitment Program, Apero Solutions lays out the **seven critical steps to help you effectively plan and manage the changes ahead**. The Implementation Commitment Methodology is the all-purpose vessel that can carry your organization through each important phase of a software implementation.

Visualize Your Goals

The first step (which is often the most difficult in any journey) begins with you. Dedicated to your long-term success, we want to understand and define your goals for achieving successful outcomes for present and future challenges.

The analysis phase involves an in-depth review of your business requirements and processes. Based on the findings uncovered, the Apero team will work with your key stakeholders in an interactive workshop environment to develop an ERP implementation project plan that is tailored around your needs.

Features of the Apero Analysis Phase:

» Timeliness and the success of the implementation are key points of assessment

» The project plan gives a detailed outline of time and cost for the entire project

» Users can develop software test scenarios and receive initial training

» User tasks are categorized so screens and process flow can be sized to individual needs

Gain Solid Project Footing and Traction

Depending on the results of our analysis, we will begin to design and build a solution that meets all user criteria. To establish specific criteria, we keep an open dialogue going with principal users to understand their corporate processes and business requirements.

Apero will provide you with information and options that allow you to determine whether SaaS, Cloud or Traditional pricing is right for you and your business. We are pleased to offer several pricing models in order to suit your budget and allow you to benefit from our advanced technology.

Meeting user criteria is a big reason why our teams are selected based on their personalities, their project-related experience, and the size/scope of the project. We also assess the performance of our teams to ensure overall comfort level for your personnel.

Features of the Apero Design Phase:

» Enhanced efficiencies in operations and training

» Database design depends on agreed upon criteria between users and Apero team

» We seek to find the most time-efficient, cost-effective design approach

» Our dedicated team works with your staff to give you and your company added value
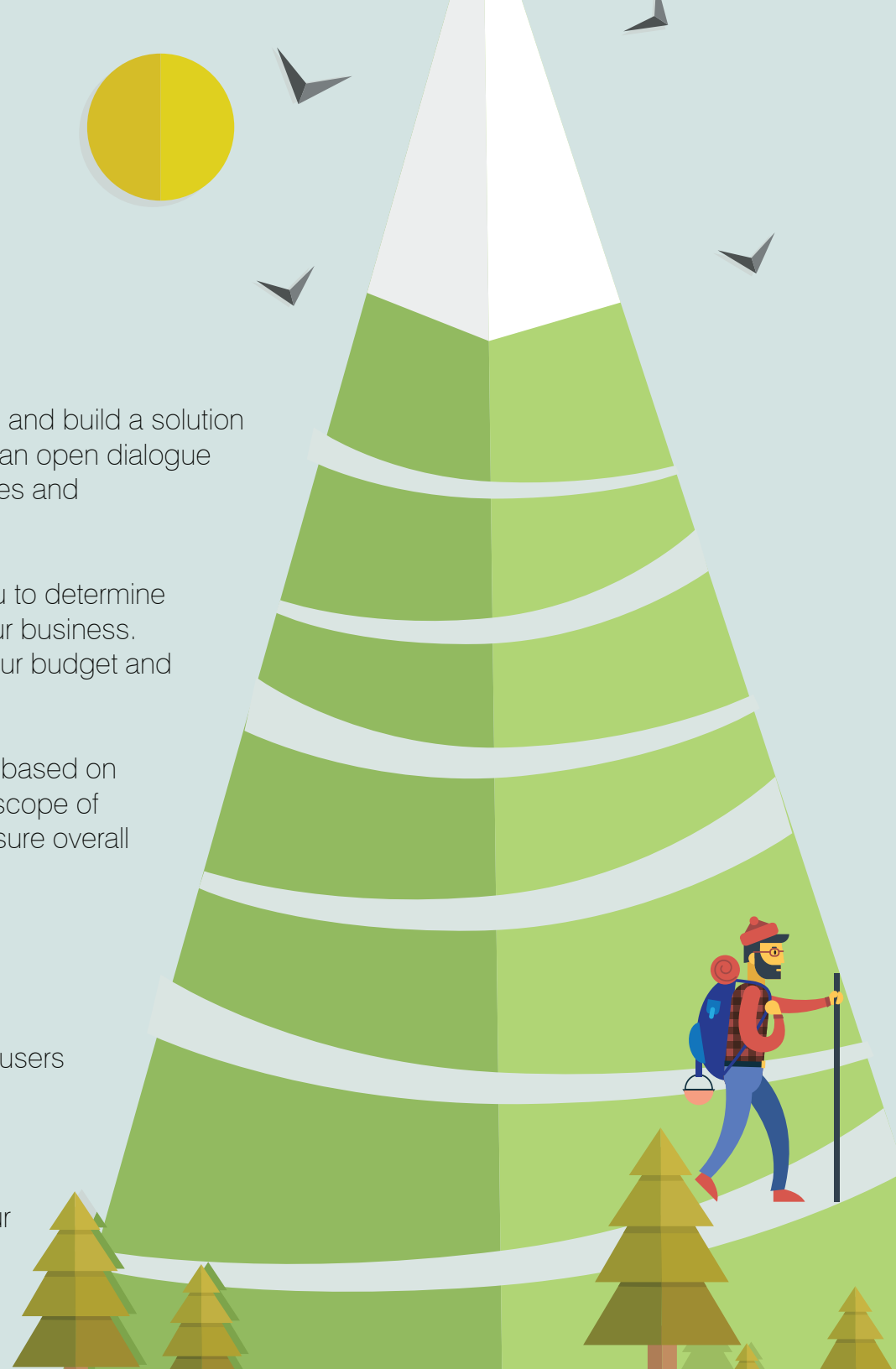
STEP 3: DATA PREPARATION

Make Sure Your Data is In Shape

Data conversion and data input are vital processes to ensure a successful ERP software implementation. Without properly identifying the data population that needs to be converted, ERP projects can be at a higher risk for failure.

Apero not only places a premium priority on upholding data conversion requirements and processes, we also plan an initial training session for staff members. This training will introduce users to new efficiencies available in the software.

Features of the Apero Data Preparation Phase:

» New concepts for product attributes are created

» A primary reporting schema is developed

» Product tables and entities are optimized for the financial team

» Various new aspects of the application are revealed

STEP 4: OPERATIONAL TRAINING

Master the Tools to Stay on the Rise

Training is typically promised during any ERP software implementation process. However, not all training is created equally. Apero organizes its training specifically around the client's user needs at the client site, using the client's data. Our training program personalizes the training experience so users can see how they can use the application to fulfill specific job requirements.

We handle operational training concurrently with our data preparation process at your site location. Prior to preparing for operational training, we will review the data and design structure.

Features of the Apero Operational Training Phase:

» Data testing is conducted by the implementation team
» Training programs are configured case-by-case
» Hands-on guidance from industry specialists
» On-site training at your convenience

The Final Countdown

We understand the high level of stress that is associated with going through a software launch. Our implementation team won't leave you hanging. We will join you through the go-live stage at your site to ease the process and alleviate any confusion.

Throughout our go-live process, we will answer your most pressing questions and ensure an overall comfort level for your staff. We will also spot and solve any issues as they arise.

Features of the Apero Go-live Phase:

» Support staff located at various locations within your company

» Streamline the rollout of new processes that are implemented

» Ensure that proper procedures are followed throughout the launch

» Staff job functions and operational tasks will be properly aligned

STEP 6: MONTH END

Take a Peek at Your Progress

Your Apero team will return at the month end to review how project operations are proceeding and to work with the financial team to close off the month. We will compile detailed reports to confirm that the value of the software is being fully realized.

Our goal is to ensure that you are continually maximizing your efficiencies and exploiting all of the features in your application.

Features of the Apero Month End Phase:

» Our reports will dive into database design and reporting schema

» We will assist the client through resolution steps

» The Apero team can work with the client over the phone or remotely as required

» Progress will be determined and next steps will be applied to second month end review

STEP 7: SIX-MONTH REVIEW

The View from the Top

After six months, we take a hard look at the sustainable viability of the ERP solution and whether or not your organization is set up to achieve your goals. Apero's implementation teams are dedicated to your long-term success and financial concerns – including lower cost of ownership and broad functionality across your other enterprise applications.

The main point of emphasis for our six-month review is to evaluate your future plans and develop a specific strategy to turn these plans into a reality.

Features of the Six-Month Review Phase:

» We'll observe how tasks are completed to identify potential inefficiencies
» Our onsite support enables us to resolve issues immediately
» Procedures and individual user satisfaction are reviewed
» The Apero team will answer all questions and concerns
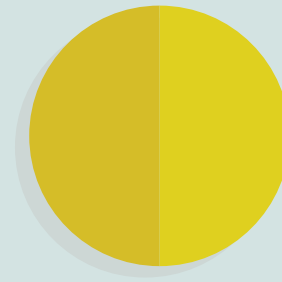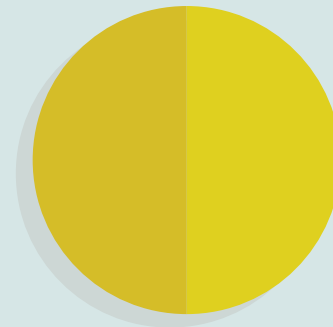
THE BEGINNING OF AN IMPORTANT PARTNERSHIP

The Beginning of an Important Partnership

The hallmark of an Apero-led business partnership is based on teamwork and commitment.

Our trained implementation teams provide professional advice on how to deal with all of your project-related challenges.

We will make every effort to:

» Increase user happiness and efficiency

» Meet planned deadlines

» Maintain financial control over the project

» Manage the transition to the new system

» Provide adequate documentation and training

CONTACT ONE OF OUR ERP SPECIALISTS TO LEARN MORE ABOUT THE IMPLEMENTATION COMMITMENT PROGRAM.

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Suite 206, 4918 Roper Road NW, Edmonton, AB T6B 3T7 | Ph: 780-851-2655 | AperoSolutions.com