5 STEPS towards a successful ERP implementation

SAP® Business ByDesign® delivered by NAVIGATOR

Built on **10 years** of Navigator's experience delivering **best practices**
A **proven**, phased implementation approach.

Keeping It Simple, works.

Maximizing the value of your investment in the shortest period of time is a major consideration. Replacing multiple stand-alone software solutions with one cloud based, complete business solution suite, will lower the total cost of ownership and accelerate your return on investment.

PREPARE

The Prepare Phase lays the foundation for a successful implementation

Main Objective: Create a joint understanding of project scope and goals between your team and the Navigator Services team to prepare for a successful partnership in this first phase

step 1

KEY ACTIVITIES
- Project Kickoff Workshop
- Business Scenario Workshop
- Data Migration Workshop
- Key Users start eLearnings
- Data Migration Planning

DELIVERABLES
- Project Plan
- Key Business Decisions
- Customization Requirements
- Project Scope is frozen

FINE TUNE AND INTEGRATE & EXTEND

The Fine-Tune aspect focuses on system setup; Integrate and Extend aspect targets customization

Main Objective: Focus on system-related activities during the fine-tune phase. Initial database configuration and access to users. Execute your custom content development and legacy data migration. These tasks happen concurrently.

step 2

KEY ACTIVITIES
- System initialization
- Database configuration
- Data Migration templates
- Custom content specs & development
- Solution Walkthrough

DELIVERABLES
- Data is extracted, cleansed, and migrated
- Key business scenarios are demonstrated

TEST, TEST, AND TEST SOME MORE

Testing is the most crucial phase of the project. This is where you ensure the solution works as expected

Main Objective: Ensure that all your business scenarios and company-specific business processes can be executed accurately with your migrated data. It is absolutely critical to test the solution thoroughly to ensure a smooth and successful Go-Live.

step 3

KEY ACTIVITIES
- End-to-end business scenario tests
- Resolution of any issues so all tests pass
- Test workshop

DELIVERABLES
- Test cases
- Test plan
- All test scenarios have status "passed"

SUCCESSFUL GO-LIVE

Go-Live is the final step during which we plan and prepare to ensure everyone is ready for the launch

The Go-Live phase focuses on the cutover tasks as well as business and people readiness and transitioning your key and end users to productive system use.

step 4

KEY ACTIVITIES
- Cutover Planning
- Acceptance Checkpoints
- Final Data Migration
- SOPs are released
- Final Readiness Assessment

DELIVERABLES
- Cutover Schedule
- End Users are Enabled
- First "Live" transaction in Productive system
- Handover to Support

POST GO-LIVE

The Post Go-Live phase covers the time period after go-live to ensure all outstanding items are completed

The Post Go-Live phase focuses on the outstanding tasks to be completed as well as assisting with month-end financial close processes.

step 5

KEY ACTIVITIES
- Monitoring new system
- Resolution of outstanding issues
- Month-End financial processing
- Phase 2 Review and Timing

DELIVERABLES
- Financial Monthly Close
- Outstanding Issues Resolved
- Post-implementation project review
- Sign-off for final project completion