



APH Computers Whitepaper – June 2010

WHAT YOUR ORGANISATION SHOULD KNOW BEFORE YOU PURCHASE NEW BUSINESS MANAGEMENT SOFTWARE.

Committing to and implementing a new piece of business management software is a large and somewhat daunting task made significantly easier with the correct preparation, support and guidance.

Prior to moving forward with any new business management software and agreeing to use a particular vendor there are a number of key questions that your business must answer to ensure that you receive the best return on investment from your new platform.

1) *What are your key business concerns and how do you believe new business management software will address them?*

If you as a company do not know what your key business concerns are then your potential vendors certainly will not. You and your chosen vendor must have a sound understanding of your core business issues and how you believe a new system will address them. Without this knowledge prior to commencing the implementation of your new system, your business management software implementation is likely to fail, at best the implementation time will be significantly increased.

2) *What are the key features and functions that your company requires from your new system?*

3) *Who has been nominated as project manager?*

Nominating a project manager is vital to the success of any new system implementation. This must take place prior to you selecting your chosen vendor. Having a project management in place throughout the duration of your new software selection and implementation project will provide your organisation with direction and focus.

Your chosen project manager should look after the selection process, highlight possible vendors that you will approach, arrange demonstrations and organise consultations.

4) *What does your organisation hope to achieve by implementing a new business software platform and what metrics will be used to monitor its success?*

5) *Who is responsible for measuring the success of your new system implementation?*

Constant monitoring by both your employees and people outside your organisation provide an objective view of how your project is progressing and the level of its success.

6) *What level of support and input do you have from all the business leaders in your organisation?*

In order for a successful selection and implementation process your new business management system must have the input and support of members of staff that head up the departments who will use your new system. With the input of the team members who are mostly involved in the day to day running of your business the process will end up drawn out, costly and frustrating.

7) How many users will require training and how will this be managed?

Ultimately the success of your new business management system will depend on the ability of your end users to use the system. Training should be considered from the very start and no vendor should be considered unless they can support the training of your staff. It would be a complete waste purchasing and implementing a new system to see it fail due to lack of investment in training.

8) How will your new system be rolled out across your business?

Your project manager, with the assistance of your chosen vendor, must determine and develop project time frames for the roll out of your new system. By establishing this from the very outset you can ensure that minimal disruption is made to the day to day operations in your organisation.

APH Computers

APH Computers LTD has had over 25 years experience in designing, developing, supporting and managing the implementation of new business management systems for small businesses. Our professional, personal and helpful consultants will ensure that your new system installation is a complete success.

Find Out More

To find out how APH Computers can assist with your new business management software implementation please visit www.aphcomputers.co.uk, call **0161 442 2603** or email enquiries@aphcomputers.co.uk