



Methodology

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SYSTEM IMPLEMENTATION METHODOLOGY

The MIS, Inc. Team Methodology is a systematic approach towards implementing the PeopleSoft solution that best meets your business goals. By combining a comprehensive mix of technical knowledge, applied innovation, and industry expertise, we lay out an implementation road map that is customized to the needs of each project

The people of MIS, Inc. are seasoned professionals with experience in implementing and developing PeopleSoft applications. We are experts in determining the best way to exploit and customize existing PeopleSoft technology to meet your organization's needs. Our approach begins with listening to our clients, developing a solution that meets your needs, and implementing that solution. Our record for delivery of projects on time, at or under budget, is second to none.

Based on our experience designing and implementing information environments, the MIS, Inc. Team recommends a phased system implementation. Our approach is comprised of four distinct phases. Each phase includes complete customer input and feedback loops, and concludes with applicable milestone deliverables and customer signoff.

SYSTEM IMPLEMENTATION PROJECT PHASES:

1 – PLANNING PHASE

Where are we going?

2 – DESIGN PHASE

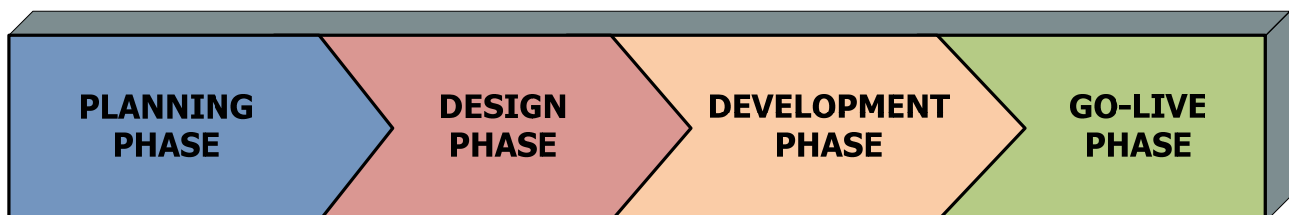
How do we get there?

3 – DEVELOPMENT PHASE

Have we met all your needs?

4 – GO-LIVE PHASE

Where do we go from here?

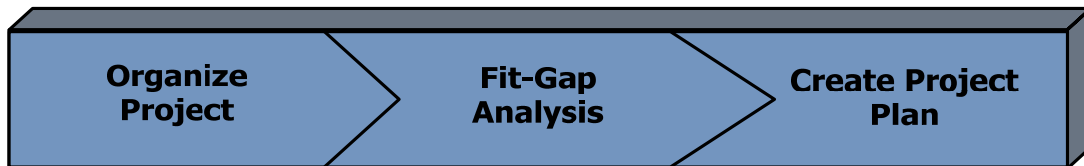


PHASE 1 – PLANNING PHASE

WHERE ARE WE GOING?

Without a strategy, your project doesn't have a course. We assess your corporate objectives and business drivers, create an initial high-level project plan, perform fit-gap analysis to current processes, determine both system and personnel resources and begin preparing for the impact of change on your organization.

Phase 1 Method:



ORGANIZE PROJECT

- Determine major business drivers and corporate objectives.
- Establish communication channels between management, customers and project team.
- Determine Change management method.
- Define major features needed to reach corporate objectives.

FIT-GAP ANALYSIS

- Map current business process flows (including reports and interfaces).
- Determine any gaps between current processes and vanilla Peoplesoft.
- Create data conversion strategy.

CREATE PROJECT PLAN

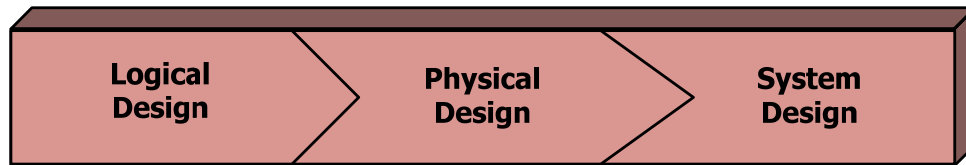
- Document objectives for project.
- Define core resources needed, both technical and functional.
- Develop training plan for project team.
- Review 'as-is' system architecture.
- Create initial project plan with key milestone and defined deliverables.

PHASE 2 – DESIGN PHASE

HOW DO WE GET THERE?

Now that we know where you need to go, the Design Phase helps us quickly get there. We identify, analyze and prioritize any affected business processes, and review the system architecture for integrity issues. Our expertise will help you to keep your customizations to a minimum.

Phase 2 Method:



LOGICAL DESIGN

- Identify data integrity issues.
- Create functional requirements for any custom modifications, workflows, reports and interfaces.
- Create test plans and data validation criteria.
- Create go-live schedule and contingency plan.
- Build instances for loading and testing converted data, workflows, etc.

PHYSICAL DESIGN

- Create technical requirements for any custom modifications, workflows, reports and interfaces.
- Finalize test plans, go-live schedule, contingency plans.
- Develop end-user training plans.

SYSTEM DESIGN

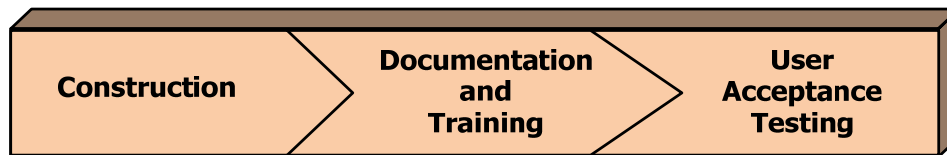
- Create technical architecture strategy and scope.
- Review data integration requirements, and user system requirements.
- Determine any additional hardware requirements (especially if you currently do not use a 4-tier environment).
- Define security structure/hierarchy.

PHASE 3 – DEVELOPMENT PHASE

HAVE WE MET ALL YOUR NEEDS?

You'll be going "live" soon. During this phase we'll prepare the production environment, which includes any customizations and new system architecture. The documentation will be finalized, and end-user training prior to go-live will be completed. Finally, we'll test the new production-ready system with the user acceptance/parallel processes.

Phase 3 Method:



CONSTRUCTION

- Build required customizations, workflows, reports, and interfaces.
- Finalize and Build security hierarchy.
- Create a full tested, production-ready system.
- Convert data and test validation process.
- Unit test workflow, reports, etc. in production-ready system with "live" data.

DOCUMENTATION AND TRAINING

- Finalize end-user documentation and training plan.
- Begin End-User training.
- Finalize migration/installation documentation.
- Finalize system architecture documentation.
- Finalize test scripts and user acceptance plans.
- Finalize 'go-live' cutover plans.
- Complete QA/validation processes.

USER ACCEPTANCE TESTING/PARALLEL TESTING

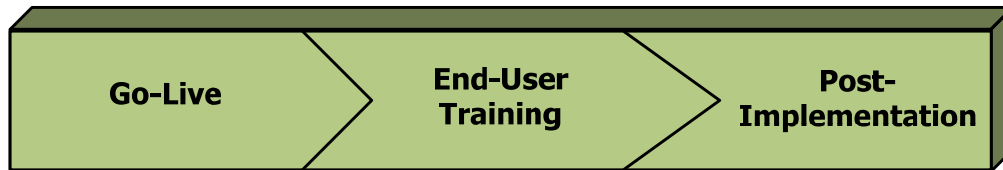
- Stress test processes against peak processing.
- Validate data by paralleling to 'live' legacy system for specific time period.
- Evaluate functionality and performance in accordance with the Functional Specification and user requirements.
- Complete end-user training necessary prior to go-live.
- Complete "Roll-out" script for go-live.

PHASE 4 – GO-LIVE PHASE

WHERE DO WE GO FROM HERE?

It's time to transition from your old legacy system to your new PeopleSoft system! MIS will work to insure that the transition is seamless and successful, which will allow you move on to your next business opportunity.

Phase 4 Method:



GO-LIVE

- System-wide deployment of new PeopleSoft system, including final data conversion and validation.
- Perform any post go-live manual procedures necessary to complete the implementation.
- Close legacy system and begin support of PeopleSoft system.

END-USER TRAINING

- Complete the end-user training.
- Transition PeopleSoft support from project team to trained production team.

POST-IMPLEMENTATION

- Troubleshoot new system.
- Review production support and adjust as necessary.
- Provide additional training as necessary.
- Start to think about the 'next step' opportunities for your business.