

experience **expertise** // Software implementations of any size can be a daunting task. BKD Technologies, a division of **BKD, LLP**, can help businesses gain a competitive business advantage with information technology solutions. Our software implementation professionals can guide you through your implementation in a professional, cost-effective manner.



STRATEGIC TECHNOLOGY PLANNING

BKD has adopted standard procedures in software implementation as part of its ongoing commitment to quality and customer service. Our *OnTrack* methodology is based on best practices, incorporating BKD standard quality control procedures for project management.

The methodology consists of several project phases:



PHASE ONE // PROJECT INITIATION

The object of this phase is to lay the groundwork for your implementation. A project manager is assigned, an estimated turnover is calculated and a project file is opened.

PHASE TWO // PROOF OF CONCEPT (POC)

This phase builds upon the initiation by organizing the POC, laying out the business requirements and establishing the technical environment. Implementation professionals dive into the needs of your organization and help develop a strategy to meet those needs.

PHASE THREE // PROJECT DEFINITION

In this phase, the project is initiated. Work and supporting plans are developed, and requirements and scope are refined. Once final development is complete, the plan will be submitted for your approval.

PHASE FOUR // ANALYSIS & DESIGN

In this phase, the product is configured and customized to meet the needs of your organization. Training takes place for the functional area leader, and implementation is tested and enhanced. Minor changes are made as needed, and data is prepared and converted to the new system.

PHASE FIVE // ACCEPTANCE TESTING & TRAINING

The acceptance test is planned and organized after proper configuration is complete. Testing and training for all end users are conducted, and procedural documentation is created. Once acceptance of the system is confirmed, the final stages of the implementation begin.

PHASE SIX // CUTOVER TO PRODUCTION

This phase includes the conversion process of production files. Depending on the number of files being converted, this process can take some time. Once completed and your system is integrated, the implementation process is complete.

PHASE SEVEN // POST IMPLEMENTATION & CLOSING

Post-implementation, BKD professionals will go over any final issues you may face with the implementation to ensure a smooth transition. Your company will be enrolled in ongoing support to help you get the most out of your software system. The project then is turned over to the relationship manager, who will conduct performance evaluations and an exit interview and prepare a closing letter. At the end of this phase, the full on-track process is complete and full integration of your company to the new software system is complete.

HOW CAN BKD HELP ME?

If your business is experiencing inventory or shipping problems or struggling with redundant data entry, or if you've outgrown your existing business solution, now's the time to make a change.

Here are a few of the services BKD can offer your organization:

HOSTED SOLUTIONS // Also known as Software as a Service (SaaS), cloud computing or outsourced computing, a hosted service allows your company to access software and store information off site using a vendor to host your applications.

SOFTWARE SELECTION PROJECT MANAGEMENT // Our five-phase software selection approach lets us assist companies when identifying, evaluating and selecting packaged software alternatives that suit their needs and helps provide a competitive advantage.

STRATEGIC TECHNOLOGY PLANNING

If you have questions about the effectiveness of your organization's technology, BKD Technologies can help you find the answers with these IT solutions, which can help you improve your business processes and define your competitive edge:

SOFTWARE SUPPORT // You can receive secure, remote screen-sharing help that allows you to view product functionality and learn about installations, upgrades and patches as well as day-to-day operations. BKD Technologies can help clients with numerous aspects of their technology system.

ERP & CRM SOFTWARE TRAINING ASSISTANCE // During an enterprise resource planning (ERP) or customer relationship management (CRM) software implementation, it's crucial that you receive the essential training to conduct your job proficiently. The correct training can make all the difference in how quickly you see a return on your software investment.

BKD can help train necessary departments as needed during a software implementation. In addition, we hold yearly on-site and off-site training seminars and a monthly webinar series to support client needs.

WHY BKD?

BKD, LLP, a national CPA and advisory firm, helps people and businesses realize their goals. Our dedicated professionals offer solutions for clients in all 50 states and internationally. BKD and its subsidiaries offer clients a variety of services, and we combine the insight and ideas of multiple disciplines to provide solutions in a wide range of industries.

1:6 PARTNER:STAFF 

With a partner-to-staff ratio lower than the average for national firms, you'll have access to partners and **experience personal communication.**

BKD THOUGHTWARE®  // articles  // emails  // presentations  // videos  // webinars

bkd.com

BKD ^{LLP}
Technologies
CPAs & Advisors

FOR MORE INFORMATION // For a complete list of our offices and subsidiaries, visit bkd.com or contact: bkdtechnologies@bkd.com 