



Aaromba Results Proven Implementation Methodology (ARPIM™)

Aaromba's Results Proven Project Methodology ensures all the bases are covered

- Clear communication of needs means your project will enjoy greater success
- Full documentation means you can see ahead of time exactly what your project will deliver
- Comprehensive go-live dates means you can manage the resources you need for a successful launch
- Documented project milestone dates means you know exactly how close you are to your goals, at all times during the project delivery

About ARPIM™

For any software installation Aaromba provide we follow a proprietary project management methodology called **Aaromba Results Proven Implementation Methodology (ARPIM™)**. This methodology has been proven over many installations and ensures the client's installation is successful. All Aaromba professional services staff have been trained in the ARPIM™ methodology.

Why do we need ARPIM™

ARPIM provides a consistent process for obtaining professional assistance. This reduces the time involved in defining what is required by the client and ensuring the requirement is understood by Aaromba.

ARPIM allows for simpler project monitoring as all milestones and dates are defined from the beginning and also provides the client management planning confidence by defining for each project all costs and an agreed time for completion.

ARPIM also includes details of user acceptance testing and training of technical staff and users. As a result all projects are implemented in full before completion and sign off by the client. This gives the client confidence that their investment in the implementation or change to current software will provide the return on investment you require.

Ensure the consultant understands your needs

Nobody knows your business like you do – and explaining the intricacies of your systems and procedures can be time consuming and challenging. After spending that time, you want to ensure that the consultant has truly understood and considered your important requirements. ARPIM ensures your Aaromba Consultant clearly understands your needs.

Understand what you are getting

Traditionally, CRM software implementers provided an ad-hoc service – providing the client with an understanding of the final product to be received only after the system has been built and presented. At Aaromba, we ensure that the client has a full understanding of the system, any limitations and any considerations, prior to building the complete solution.

Receive comprehensive go-live and project dates before the project begins

Ensuring that the correct resources (people and infrastructure) are available at appropriate times is essential to project success. Our ARPIM methodology ensures that there is adequate time to ensure that all appropriate team members can be present for essential project exercises.

Know at what stage your project is, at any time in the implementation process

The ARPIM methodology ensures that you receive project schedule updates as and when they are needed.

Discover how Aaromba can deliver results today!

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The ARPIM Process

Documenting the Project is the key to delivering a successful Project. Underpinning ARPIM is a set of documents that align expectations between all stakeholders.

Step 1 – Project Roles & Responsibilities

The B01 Project Charter Document outlines responsibilities and documentation required from both Aaromba's and your project teams before the project kick-off.

Step 2 – Project Kick-Off

The C01 Project Schedule Document is developed during the project kick-off meeting to ensure appropriate resource will be available to meet project requirements.

This document serves to outline the time scales and sign-off/payment points attributed to each phase of the project.

Step 3 – Project Scoping

The J01 Objectives Document serves to define the requirements outlined during the initial scoping investigation. The J01 serves as a guide as to the application functionality to be implemented during the project.

Step 4 – Functional Design

The D01 Functional Overview Document is the core document developed to outline your requirements and explains how the Aaromba project team will address these requirements within your chosen software solution.

The D01 serves to outline the project 'scope-of-work' and will clearly define what is considered to be within the scope of this project.

Step 5 – Change in Scope

In order to control the dynamic nature of the system development, change control procedures will need to be adhered to.

Therefore, any change requested after the presentation of the D01 will need to be clearly defined in a Change Request Document(s) E01-E99. This document will also serve to outline the response planned by the Aaromba project team and any associated cost.

S01 Sign-off document

There are a number of sign-off points throughout the project. Sign-off points will fall into the following categories:

- IT environment (hardware and software pre-requisites in place)
- Milestone (end of each completed milestone)
- Document (for Functional Overview doc etc)
- Change (for changes to be implemented)
- Payment (as each chargeable period is completed)
- User Acceptance (after user system testing)
- Project Completion (after all items mentioned in the D01 Functional Overview document have been implemented /provided)

Project Milestone Points

The Project Schedule will indicate when each sign off is due.

Other documentation

Additional documentation can be provided at client request. However, it should be understood that additional charges may be incurred.