

## WorldSolve Project Management Discipline >>

**WorldSolve has a proven track record. We deliver on time, within budget, and with specified results.**

### WORLD SOLVE PROJECT MANAGEMENT DISCIPLINE

WorldSolve project management is based on a structure and a commitment to deliver value and results for our customers. This structure establishes the environment and provides the leadership, processes, and procedures required to organize and manage a team of professionals to achieve the expected business outcomes.

Successful project execution results from a project management structure that integrates the business ROI analysis with a project-level management approach.

The WorldSolve approach to project management addresses all the necessary components as illustrated below.

#### Plan

- Business Case
- Project Vision
- Requirements

The WorldSolve ROI Model is used to complete the business case and involves identifying the total cost of ownership, as well as hard and soft benefit costs of the project. The business case, utilized consistently throughout the project, continually tracks functional effectiveness and performance measurements. The Project Vision includes the following:

- Define project objectives and business outcomes.
- Establish work schedule and task breakdown.
- Identify and involve appropriate resources.
- Perform risk assessment.

The Project Vision establishes a common mission for all project team members, and helps to ensure that the project will be delivered within budget and without surprises. The Project Vision is reviewed along with the business case at different checkpoints to assist with managing the project, the people, and the other resources critical to project success.

The Requirements Phase expands upon initial user requirements identified in the Plan stage. During the Requirements Phase, the functional processes are defined in more detail with regard to system inputs, procedures, outputs, and interfaces (both internal and external). The desired solution is described in terms of the functions to be performed, not in terms of computer programs, files, and data streams. Emphasis is placed on determining what functions must be performed rather than how to perform those functions. The requirements phase includes the following:

- Further define and refine functional and data requirements.
- Identify business process improvements.
- Develop detailed data and process models.
- Define functional and system requirements.
- Refine the high-level architecture and logical design to support the solution.
- Identify and mitigate risk associated with the project.

#### Design

- General Design
- Detailed Design
- Develop and Unit Test

During the General Design Phase, the entire development life cycle is broken down into discrete tasks and activities, so that team members can manage the development of systems with predictability and reliability. This framework provides methods and quality techniques to manage risk, and suggests deliverables and the skills required to ensure the delivery of a quality solution.

The Detailed Design Phase focuses on the development of a detailed design document. This document is the software developer's blueprint. It provides precise directions about how basic control and data structures will be organized. Typically, the Detailed Design Document consists of tables and diagrams that translate the functional specification into data structures, data flows, and algorithms. It describes how the solution will be structured

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and what functionality will be included. In this phase, we design a model that achieves the functional requirements while operating within key constraints, such as performance goals and available hardware. The goal is to create a design that is simple, easily understood, easily communicated, easily built, and easily tested. Additional documents include technical interface and conversion specifications.

During the Develop and Unit Test Phase, sometimes referred to as the build phase, the system is configured and constructed to meet the system requirements and detailed design specifications. Unit test programs are implemented to validate different components. The goal of unit testing is to verify that each module will function properly when inserted into the system. Continuous checkpoints and project reviews facilitate project success and possible risk identification.

## Deploy

- System Test
- Rollout
- Support

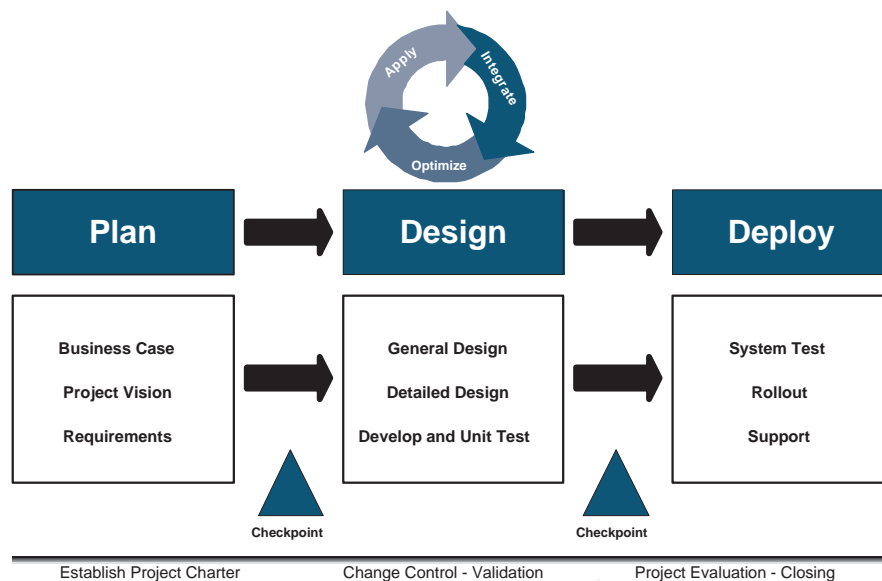
The purpose of the System Test Phase is to show with a high level of confidence that the solution meets the acceptance criteria: function, performance, usability, features, and capabilities. The entire system testing and integration process continues until the solution has been finalized and tested by the end users. At this stage, our efforts focus on ensuring that the solution operates as intended, and that the user documentation is clear and accurate. After completing final acceptance testing the solution is approved for distribution.

The Rollout Phase includes system training and implementation. Within this phase, the project team works to prepare user manuals and system distribution details, making sure the appropriate technical and functional information is communicated effectively. Training is done for the end users and the appropriate resources are developed.

The Support Phase, probably the most important phase of any project, is often neglected. An important function performed in this phase, is the creation of the necessary support systems to ensure successful ongoing operation. It is vital to put monitoring procedures in place to follow the usage patterns and issues that may arise. Feedback obtained from this phase is used to help determine improvements for future enhancements.

## Quality Control

Throughout the project life cycle, the WorldSolve project management approach focuses on Quality Control and Assurance. This area engages senior management, project managers, developers, team members, and end users. Required steps include weekly status reports and monthly reviews. In addition, regular project checkpoints and audits are performed on both a formal schedule and ad hoc basis. The objective of Quality Control is to provide a process and multiple communication channels to review and monitor the project by all involved personnel. At the completion of the project, a project review is conducted to ensure that all perceived achievements identified in the Plan Phase were accomplished and to make certain that the users and management are satisfied with the end result.



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