erpSOFTapp

Tips to a Successful Digital Transformation Program

Successful Digital Transformation Programs

- **1. Choose the correct Enterprise Resource Planning system**
  Ease of Use, User Licences, Price, Flexibility, Modernity, Cloud, Technical Architecture are some of the factors that must be addressed, compared and benchmarked.

- **2. Choose the right Implementation partner**
  References, Industry standing, Team skill set, Experience in multiple sectors, International experience helps to offer innovative solutions based on the knowledge of the software and requirement. Best practice enforcement at all stages of the project.

- **3. Governance Structure**
  100% Dedicated Internal Project Manager, Department Champions for process change.
  Clear lines of communication during the project to remove bottlenecks and focus on the deliverables across all departments.
  Break down resistance to change management.

- **4. Business Requirements, Process Improvements, Data Quality**
  Be clear about your internal processes. Document your high level requirements per department to form the initial book of work.
  The more clarity you bring into this area the higher your chances of success. Start your Data Clean up.

- **5. Target Architecture**
  Be clear what the eventual target architecture is and decommission legacy applications. Make sure all operational transactions are recorded accurately on the platform to get the correct real time reporting of your business.

- **6. Budget Management**
  Maintain a clear budget based on the book of work. All projects are based on time and materials so any scope amendments will play out with an extensions to the duration of the timeframe to deliver or more resourcing to keep within the implementation window. To expect any implementer to get your system live on a constantly shifting quick sand of requirements and scope is a recipe for disaster.

- **7. Employees Adoption**
  Any system implemented must be adopted and used by your employees. Training and input into the project delivery to improve their productivity in the new ERP system is central to the project success.

- **8. Go Live**
  Finally the system is live and you can see improvements and analyse much better across your operations. The process does not stop there but a continuous improvement and settling in period is key to ensure that the system is bedded in correctly and your new business processes should give you the productivity increases you were expecting.

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Be realistic as a business when you embark on this undertaking, cutting corners within this process will not give you the full benefits of what you are looking to put into place to grow your business further and any compromises will invariably limit your growth rate based on your initial reasons for implementing an ERP.

Addressing the points above and getting to the detail of what is required to deliver each of these points within your business will give you a higher chance of success as you embark on your ERP project.

Good luck

erpSOFTapp Successful Implementation tips

Thank you

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