

PROPHIX Implementation Planning

Date: February 1st

Scheduled Completion Date: March 15th

Company: XYZ Company

 Total Project Hours:
Lapsed Project time

Client Sign off:

Planning/Project Management		Resource	(Hrs)	Week 1	Week 2	Week 3
i.	Define project goals and objectives	a	8			
ii.	Identify and analyze critical business issues to be solved	a	8			
iii.	Establish timeframes for initial implementation, training and documentation	a	2			
iv.	Project Oversight	a	16			
v.	Project Review	a	8			
		Total Hours	42			

Notes: During these meetings the PROPHIX consultant should meet with the sponsor of the project, future administrator and any other key decision makers. Discussions will include a review of goals, key deliverables, and system requirements.

Training		Resource	(Hrs)	Week 1	Week 2	Week 3
i.	Administrator Training	b,c,d	14			
ii.	End User Training	c,d	8			
iii.	End User Training					
		Total Hours	22			

Budget Administrator training should be attended by the future PROPHIX administrator and those that will perform a supporting role to the administrator. IT resources are not required for these sessions as software architecture and installation will not be covered.

Implementation		Resource	(Hrs)	Week 1	Week 2	Week 3
i.	Installation and Initial Set up	b	2			
ii.	Analyze existing data structures and design extraction methodology	b	4			
iii.	Create cubes and establish dimensional relationships	b	2			
iv.	Create load process for accounts and perform import	b	3			
v.	Create load process for dimension structure and perform import	b	1			
vi.	Setup import processes for actual financial data	b	1			
vii.	Test all developed import processes	b	2			
viii.	Develop formulas and rules to model business activities	b	3			
ix.	Validate data imported into models	b	4			
x.	Set-up user roles and module access privileges	b	3			
xi.	Create basic reports	b	2			
xii.	Create basic statements	b	3			
		Total Hours	30			

Notes:

Financial Modeling		Resource	(Hrs)	Week 1	Week 2	Week 3
i.	Design financial models	c	2			
ii.	Analyze existing data structures and design extraction methodology	c	2			
iii.	Create cubes and establish dimensional relationships	c	2			
iv.	Template Design and Testing	c	6			
v.	Report Design and Testing	c	6			
vi.	Set up data import processes	c	1			
vii.	Set up workflow and key processes	c	5			
viii.	Develop formulas and rules to model business activities	c	3			
ix.	Validate data imported into models	c	6			
x.	Set-up user roles and module access privileges	c	2			
		Total Hours	35			

Notes:

Revenue Modeling		Resource	(Hrs)	Week 1	Week 2	Week 3
i.	Design revenue models	d	2			
ii.	Analyze existing data structures and design extraction methodology	d	4			
iii.	Create cubes and establish dimensional relationships	d	2			
iv.	Template Design and Testing	c	6			
v.	Report Design and Testing	c	6			
vi.	Set up data import processes	c	1			
vii.	Set up workflow and key processes	c	5			
viii.	Develop formulas and rules to model business activities	c	3			
ix.	Validate data imported into models	c	5			
x.	Set-up user roles and module access privileges	c	2			
		Total Hours	36			

Notes:

Resource: Legend:

	A	Project Management
	B	Solution Designer
	C	Business Consultant A
	D	Business Consultant B