

Description & deliverables

- Solution Pre-Study
- The pre study contains:
 - Requirement gathering and analysis
 - Description of "as-is" and "to-be" state of business
 - Discovery of possible solutions that balances budget, time to market
 - Proposed sketches of User Interface
 - Proposed Solution
 - Proposed project and implementation plan

Timeplan

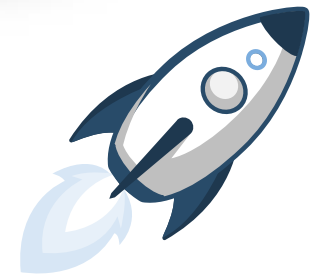
- Total 5 – 10 weeks
- Information gathering
 - 1-4 weeks
- Analysis
 - 2-4 weeks
- Production of deliverables
 - 2 weeks

Investment

- 150.000 – 400.000 SEK

Customer requirements

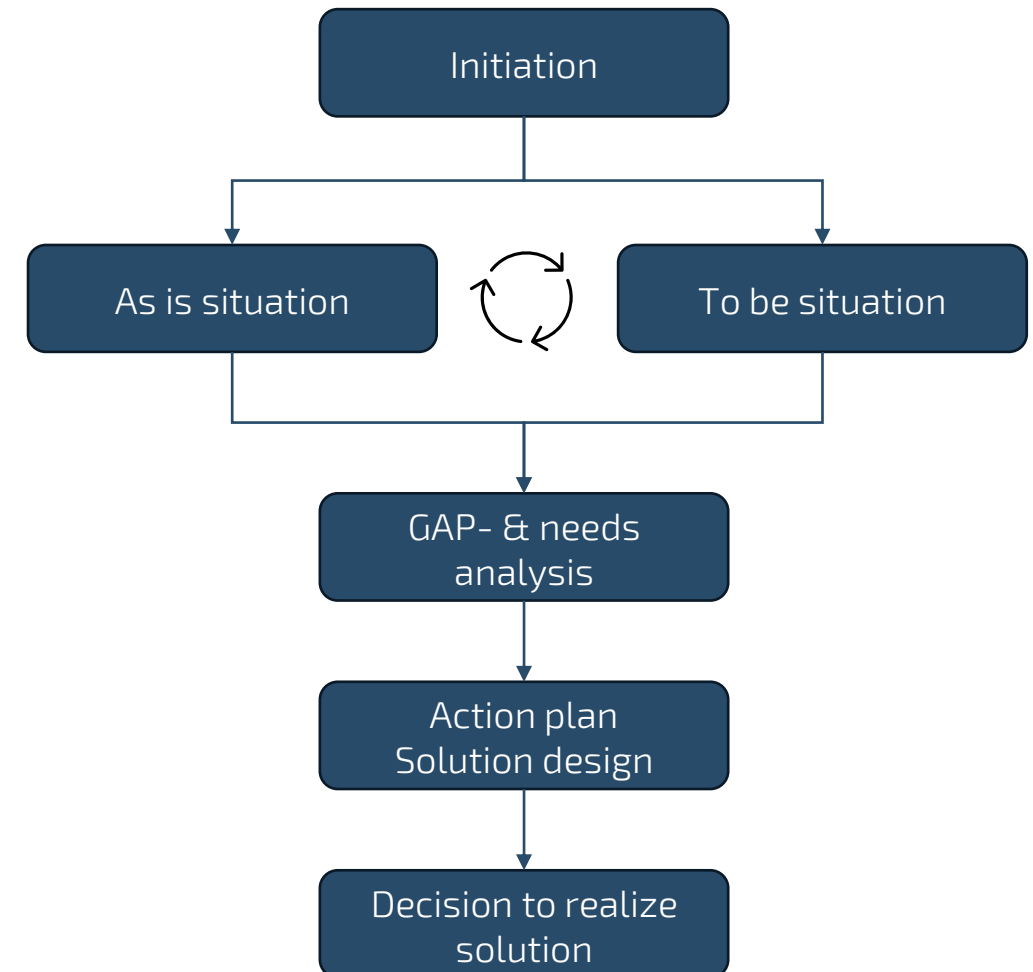
- Prioritized availability of critical resources for information gathering



Overview of approach for the project Pre Study

The "Initial Phase" or "Pre Study" is done with the purpose to set the boundaries, the technical design and the functional scope of the solution. The Initial Phase consists of five step and a final decision step in which all the material needed for a decision to invest in the realisation of the solution is available.

- **Initiation:** Planning, read up on documentation and identification of key people to interview and participate in workshops.
- **"As is" situation:** Information gatehring through interviews and workshops as well as written material. Analysis of current solution and work processes. The result is a clear understanding of the current situation and root causes as drivers for change.
- **"To be" situation:** Relevant requirements , processes, actors, systems and integrations are defined on a high level and detailed in cooperation with key people from the customer organisation. The result is a conceptual solution which addresses the key ailments identified in the "As is" situation.
- **GAP and needs analysis:** Based on the "As is" and "To be" results an analysis is made to prioritize which minimum gaps and needs are needed to be addressed in order to achieve the desired ourcome.
- **Action plan and solution design:** Based on the GAP analysis the required set of project activities are defined which need to be executed to reach the desired outcome. The backlog for the solution and the solution architecture document are finalized as input for the GO/NOGO decision.



Conceptual pres study project plan

Decision point technical direction Decision point go/nogo

Phase	Initiation	As is situation	To be situation	GAP- & needs analysis	Action plan & solution design	Implementation
What	Start up and planning			General change analysis		
	Walkthrough current documentation and reqs	Workstream #1	Workstream #1	Analysis	Pres study result	
		Workstream #2	Workstream #2		Conditions and scope of implementation project	
		Workstream #n	Workstream #n		Proposal and design of technical solution	
Identify and involve key people	Governance org	Governance org				
	Technical prereqs	Technical prereqs				
How	Interviews Reading documentation Meetings	Interviews Workshops Technical deep dive with relevant stakeholders	Interviews Workshops	Quantitative and qualitative analysis Harmonization of different solution options with customer aspiration	Meetings for presentation and grounding of proposals	
Outcome	<ul style="list-style-type: none"> Meetings booked Project plan grounded Key people identified and involved 	<ul style="list-style-type: none"> Identified as is situation 	<ul style="list-style-type: none"> Identified to be situation 	<ul style="list-style-type: none"> Analysis of gaps and needs to be adressed in solution 	<ul style="list-style-type: none"> Solution description Project plan Activity plan (back log) Time plan for implementation project step 1 (MVP) Quotation for implementation project 	