

Program and Project Management

Digital Business Transformation

INITIATION

Business Strategy
Business Requirements
Improvement Targets/KPIs
Business Case / Stage Gating – investment, timelines, benefits

PLANNING

Future State definition
Project Charter
Program / Project Management plan and Governance
Benefits realisation plan
Roadmaps

OPERATIONAL READINESS

Functional requirements
Solution design
Solution development and testing
Implementation plans

DEPLOYMENT

Deployment plans, activity sequence
Solution, project, enabler implementation
Implementation progress reports

STABILISATION

Performance monitoring / reporting and measurement
Adjustments and improvements
Stabilisation

Change Management

STRATEGY

Stakeholder identification & assessment
Leadership roles & alignment
Change Management and Communications strategy
Shared vision

CHANGE READINESS

Stakeholder impacts
Communications & engagement plans
Change Agent Network
Assessment readiness frameworks/tools

ENGAGEMENT

Employee engagement & key messages
Skills assessments
Training requirements and design
Org design
Roles and process changes

TOOLS & SUPPORT

Communications activities/products
Training deployment for solution, processes, roles
Organisation adjustments
Performance Support
Adoption support

REINFORCEMENT

Organisation performance assessment
Adoption measurement and adjustments
Lesson learned
Continuous Improvement

Data and Information Management