
ECM Project Implementation

Benefit from Our Best Practices During the Implementation Lifecycle of Your ECM Solution

A Coban ECM Offering

Overview

As enterprises look to ECM solutions to streamline their business processes across both the organization as a whole and at the departmental level, there is a growing realization as to the cost, complexity and realistic timeframes for the deployment of such solutions. By borrowing from the principles and best practices of Agile Software Development, Coban's ECM Project Implementation offering adopts a delivery model in which development milestones are aligned with business priorities. An iterative release model engages the business users early in the project lifecycle garnering valuable feedback as early as possible, ensuring longer term adoption of the overall solution.

Value Proposition

> **Development Milestones Aligned with Your Business Priorities**

With the active involvement of our project management and technical leadership resources with your business stakeholders on an ongoing basis, the development efforts are focused on delivering higher priority business functionality earlier in the project lifecycle. Frequent stakeholder reviews during which feedback can be assessed and considered, allows the development team to more rapidly adapt and realign the development efforts to provide enhanced business value over the course of the implementation.

> **Release Early; Release Often**

In line with your business priorities, an iterative implementation model will be adopted where self contained functionality is released through QA, user acceptance (UA) and ultimately to production to allow your users access to functionality as early as possible. Subsequent releases incrementally add to the functionality already released, progressively addressing your priorities. Coban's engineering-focused approach leverages software development best practices by automating builds, deployments, and unit testing while supporting rapid application development with frequent peer, technical leadership, and business stakeholder reviews.

> **Knowledge Transfer & Enablement**

Coban's team of experts work collaboratively with your development and operations teams to ensure that you have the necessary knowledge and expertise to maintain and enhance the ECM solution to meet the business requirements long after the engagement has officially concluded. In a blended model, our on-site technical leadership resources are engaged with your development team on a daily basis for architectural enablement, sharing of development best practices, task planning and regular progress reviews. Our implementation methodology allows the on-site blended team to be augmented with near-shore and offshore resources to meet any budgetary constraints that you may have.

> **Reduce the Total Cost of Ownership**

Our approach to releasing high quality functionality quickly, supporting early user inspection and review, reduces the risk of poor user adoption for larger and more complex ECM initiatives and more efficiently adapts to feedback ensuring your money is spent on meeting your business priorities rather than being locked in to a long term release schedule. Working with your team throughout the lifecycle of the project and ensuring that your team members are effectively empowered and enabled to support the future development needs of your organization also helps to reduce your longer term dependency on external third parties for implementation support.

Service Description

> Architecture Workshop

During the initial architecture workshop, the Coban team will meet with your business stakeholders, development team members and operations support staff to understand the project's critical success factors and define the high level system architecture to address both the short term and long term business requirements. A critical part of the workshop is to better understand any high level dependencies with other applications and systems and to identify the high level risks associated with the project.

> Requirements Review & Prioritization

Having worked on numerous large scale ECM implementations, our team best understands the benefits of being involved in the business requirements review and functional requirements analysis to help define a realistic plan that can be successfully executed upon. From this plan a set of functional specifications will be identified and prioritized to support the iterative development model, removing the traditional waterfall dependency upon the completion of all functional specifications before development can officially begin.

> Iterative Development

Completed functional specifications, encompassing self contained functionality and aligned with your business priorities, are grouped into a set of iterative releases allowing the development team to start work early in the project lifecycle and to release functionality to you as early as possible to ensure feedback can be incorporated and priorities adjusted accordingly. We have learned that delivering functionality in this iterative approach is a key element to ensuring the successful adoption of your ECM solution.

> Development Processes, Procedures & Tools

The foundation to the success of the iterative development model is our engineering focused approach to software development, supporting goal oriented rapid application development and continuous integration and emphasizing testability and automation to streamline the implementation and deployment. Years of experience in software engineering and successful ECM project implementations are brought to bear in defining our tried and trusted development processes, procedures and the tools used to support them.

> Test Driven Development

We understand that thinking of software development in terms of its testability is a key principle in delivering high quality code that meets your business requirements. Our team proactively approaches each implementation in this way, implementing automated unit testing at and identifying test cases and supporting test data necessary to thoroughly perform developer integration and end to end testing as early as possible.

> Project Management & Technical Leadership

Our methodology espouses a collaborative approach to project execution from both business stakeholder and technical implementation team perspectives. Regular meetings with your business leaders will be critical to provide an opportunity for review of delivered functionality and to revisit the prioritized list of functional requirements. Daily technical meetings provide an open environment where progress across the team is discussed, issues are surfaced early and priorities for the next day are understood by all.

Why Coban?

The Coban team shares a common vision: to bring together our extensive knowledge of ECM and business best practices and use it to take our clients' business further. We are problem solvers and we are committed. Strong alliances with clients and partners and a culture of integrity, accountability and individual empowerment. These are the things that will be obvious the moment you start working with us. At the end of the day, we're nothing if we don't deliver results. That's something that we keep on top of mind on every project for every client every day. Collectively, we have decades of experience solving complex business problems and delivering solutions to Fortune 1000 clients. We use this expertise to transform business by delivering results. And we do it well.