



# Business Process Evaluation

## Aligning solutions to business value

“Our project was on time and on budget and we have named our new system FAST because everything about our project and the learning curve for our users is fast.

“We didn’t just buy software, we bought the lessons learned that Sphera has from working with other companies.”

**-Project Engineer,  
international  
conglomerate,  
Fortune 50 company**

Sphera business process evaluations improve project success with clear recommendations and business cases to support your process improvement initiatives.

**Sphera business process evaluations** are paramount to exploring a company’s current practices, specific business requirements and constraints with the project stakeholders, before deploying a solution.

Sphera has helped hundreds of organizations successfully plan and implement enterprise-wide software projects. Our advisors help you solve the long-term challenge of transforming your strategies into actions that drive repeatable results.

### Aligned to Your Goals

Sphera employs a proven methodology that has helped hundreds of businesses improve the performance of their management system and workflows. However, each business has unique needs, priorities, and resources. To help our experts understand your business and make a plan that is suited to your organization.

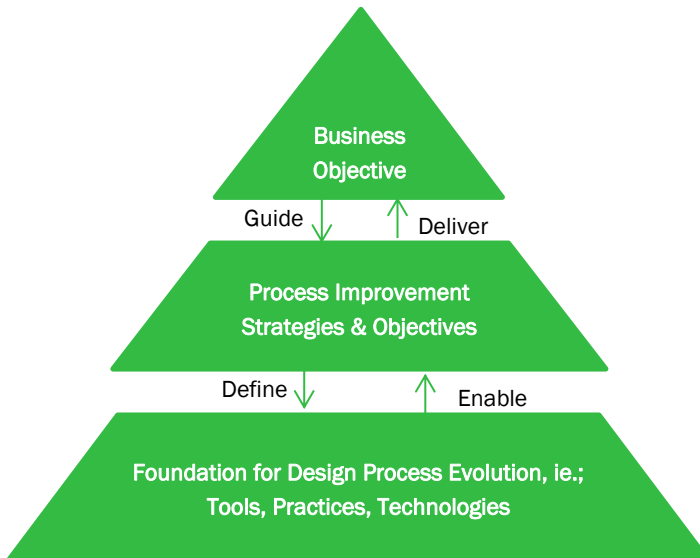
The business process evaluation workshop brings together key project

stakeholders to discuss business requirements, current practices, options, constraints, schedules, drivers and benefits in order to set forth recommendations for deploying a solution that will achieve their business goals.

### The workshop typically includes:

- Business Requirements – Our team translates your business needs to required software functionality and works with you to set priorities.
- Technology Review – We meet with your subject-matter experts and IT teams to review your existing and future software roadmap.
- Work Flow Analysis – We match specific compliance and sustainability functionality with your daily work processes.
- Gap Analysis - We assess operational and information flow gaps based upon industry best practices and available technology.

A Clearer View of Priorities



Align capabilities with business value from the top down and from the bottom up.

We learn what the pains and opportunities are at each level as well as what will be done with the solution definition, solution validation and eventual business case.

**Process Excellence Requires Disciplined Analysis**

Many software projects fail because they are not properly defined as enterprise projects and the level of effort allocated was not aligned with the goals of the business. This often leads to cost overruns, missed milestones and shifting priorities.

After a business process evaluation workshop, you will have a detailed plan including timeline, budget, phased milestones and necessary resources in order to successfully deploy your system.

Why do projects fail?	Sphera reduces these risks with:
Lack of clear requirements and priorities	Requirements assessment and review
Poor resource planning and turnover	Vision alignment and resource allocation
Overly optimistic schedules and budgets	Project cost and schedule estimate
Planning based on poor estimates and insufficient data	Project roadmap, key tasks, resourcing, and project team organization chart
Unidentified or unmitigated risks	Risk assessment and mitigation planning

**Typical Deliverables**

Sphera customizes deliverables for each project need. Deliverables can include:

- **Readiness assessment** - describes as-is/to-be workflow documentation of business process, practices and individual measures and metrics
- **Requirements Matrix, roadmap and budget** - detailed list of functional requirements, project roadmap and estimated budget
- **Project Implementation Plan** - a plan that breaks the project into manageable phases, with gant chart to show timeline of resources and project milestones
- **Business case** - value and ROI of to-be solution as compared to as-is situation
- **Solution validation event** - presentation of each value opportunity based on success criteria and related metrics

**ABOUT SPHERA**

Sphera is the largest, global provider of software and information services in the operational risk, environmental performance and product stewardship markets. For more than 30 years, we have helped over 2,500 customers and 1+ million individual users in 70 countries optimize workflows and navigate the complex and dynamic global regulatory structure.