

A&I Solutions is excited to provide their Clarity RISEup rapid implementation offering. This Clarity quick start methodology leverages A&I expert product knowledge, extensive customer experience and a proprietary Clarity toolkit to provide a fast and effective Clarity PPM implementation. Our Clarity consultants apply a pre-configured best practices solution that allows for a rapid and highly adoptable PPM system that achieves immediate returns and high ROI.

The **RISEup Clarity** implementation is fully prebuilt solution designed to have you up and running in 4-5 weeks. During this Phase 1 implementation, our team will work in collaboration with you to assess current state functionality and customizations of the existing state application, and in partnership with you we will facilitate the definition of the approach necessary to reach your organizations desired long-term state of maturity fully leveraging your investment in the Clarity PPM tool.

What is Included:

- Demand Management – Ideas Only; up to 5 custom fields
- Project Management – up to 5 custom fields
- Resource Management
- Time Management
- One Idea Approval Process (A&I Pre-defined)
- One Project Approval Process (A&I Predefined)
- Enabling OOTB Reports
- Data Load of Users – up to 50
- Data Load of Resources – up to 100
- Data Load of Projects – up to 100



REFERENCES



A&I APPROACH

<p>STAGE 1: PROJECT SETUP AND INITIATION</p> <p>Customer and A&I project managers will:</p> <ul style="list-style-type: none"> Review project charter and scope Review project team Assign tasks and develop the Project schedule Coordinate Project start date and physical logistics <p>*Deliverable: Project schedule Deliverable is prepared jointly by A&I and Customer.</p>
<p>STAGE 2: REQUIREMENTS DEFINITION</p> <p>A&I works with Customer to review the functional capabilities of CA Clarity PPM. The Project Team will:</p> <ul style="list-style-type: none"> Attend a Functional Product Overview for Customer Project Team conducted by A&I Complete the data load templates provided by A&I and collect data to be loaded into the applicable environment Review common requirements for other departments. <p>*Deliverables: Functional Product Overview Notes; Completed Data Gathering Notes and Data Content.</p>
<p>STAGE 3: SOLUTION DESIGN</p> <p>A&I works with Customer to create and update the Solution design document. Customer and A&I will work together to:</p> <ul style="list-style-type: none"> A&I will conduct workshops to gather Out-of-the-Box requirements and functional settings. Conduct a gap analysis and document the data code and data load changes for the Customer's implementation Update as applicable the Solution design document to reflect Customer-specific changes <p>*Deliverables: Clarity Design Document updated for Customer data code and data load changes; Outcome of Gap Analysis.</p>
<p>STAGE 4: SOLUTION INTEGRATION AND CONFIGURATION</p> <p>A&I works with the Customer to:</p> <ul style="list-style-type: none"> Load the data collected in Stage 2 and configure it in the development environment in accordance with the Solution design document. Complete and review the Solution integration instructions and Solution test plan. Implement one Workflow. <p>This includes the data migration of:</p> <ul style="list-style-type: none"> Up to 250 Projects, 50 users, 100 Resources <p>*Suggested Work Products: Data loaded and configured in the applicable development environment; Solution integration instructions and Solution test plan updated.</p>
<p>STAGE 5: QUALITY ASSURANCE AND TEST</p> <p>Customer Project Team, Customer administrators and end users as agreed upon, copy the development environment's configured Solution into test environment and perform quality assurance by executing component and system testing, and will execute the test cases as defined in test plan and document use case test results.</p> <p>Customer and A&I will:</p> <ul style="list-style-type: none"> Perform system testing per Solution Test plan. Perform functional and technical testing using the test cases defined in the test plan. Review and document use case test results. <p>*Suggested Work Products: Testing completed; Solution test results documented Deliverable is prepared by A&I.</p>
<p>STAGE 6: CONFIGURATION DOCUMENTATION AND BACKUP</p> <p>Project Team will finalize the installation and configuration documentation, and perform a backup and recovery of the Solution. The Project Team will:</p> <ul style="list-style-type: none"> Update documented Solution configuration Document Solution administrative, operational and user procedures <p>*Deliverable: Solution operational and maintenance procedures documented.</p>

<p>STAGE 7: KNOWLEDGE TRANSFER</p> <p>A&I will provide knowledge transfer to Customer administrators who will be responsible for Solution. Project Team will load, review and revise pre-configured End User training materials Knowledge transfer consists of:</p> <ul style="list-style-type: none"> Administrator walkthrough session, conducted by A&I: <ol style="list-style-type: none"> Functional Administration walkthrough of deployed CA Clarity PPM components and configurations Technical Administration walkthrough of deployed CA Clarity PPM components and configurations <ul style="list-style-type: none"> Preparation of End User training/briefing materials: <ol style="list-style-type: none"> Customer and A&I conduct a one half day review of the pre-configured End User training/briefing materials Customer staff revises the End User training/briefing materials and uses them as needed to conduct end user sessions on the in-scope CA Clarity PPM components <p>*Deliverables: Administrator walkthrough session and session feedback; End User training/briefing materials Deliverable is prepared by A&I.</p>
<p>STAGE 8: PRODUCTION DEPLOYMENT AND CONVERSION</p> <p>A&I will: Deploy Solution into Customer's production environment and Validate deployment per Solution integrations and test plan. A&I will:</p> <ul style="list-style-type: none"> Perform production installation Prepare and review data load templates and data content gathered in Stage 2 Load production data Provide 5 days of functional and one day of technical remote post deployment support Update Project documentation as required with results of production deployment and provide final Project documentation <p>*Deliverables: CA Clarity PPM software implemented in production environment; Post deployment support notes; Final Solution Documents Deliverable is prepared by A&I. A&I is responsible for deliverable.</p>
<p>STAGE 9: PROJECT HANDOFF AND CLOSURE</p> <p>A&I and Customer project manager conduct a Project closure meeting or call to validate the Solution is in accordance with requirements identified in the SOW.</p> <p>*Deliverable: Project closure meeting</p>