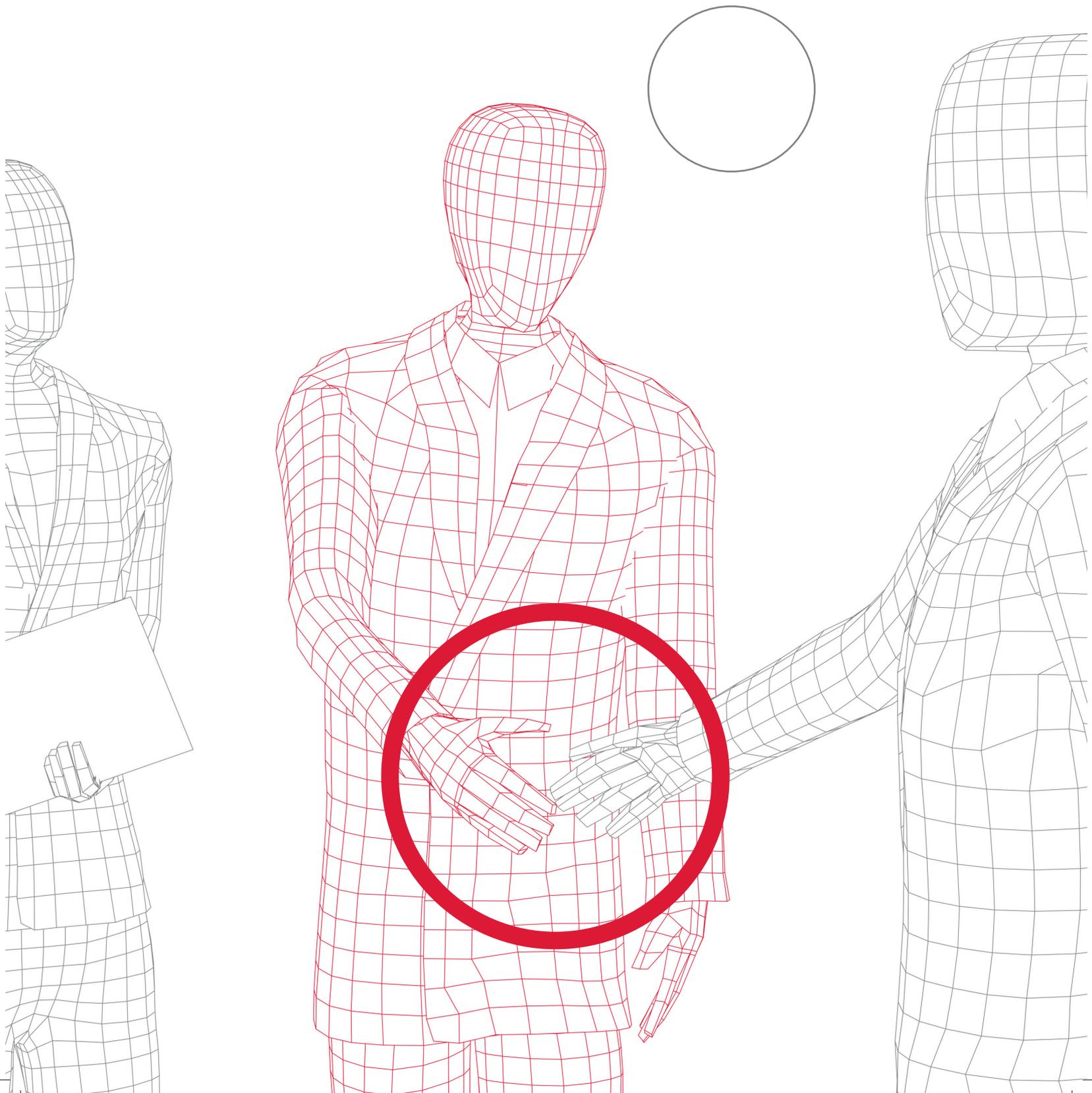


SCITUS 
Integrated Projects



“In Latin, ‘scitum est’ means ‘it is a clever idea, an intelligent thought’. SCITUS Integrated Projects is the intelligent choice for ensuring project success.”



Sebastian Schieke, SCITUS

Integration of people, processes and technology delivers results

In our experience of working on system integration and business change projects for large organisations, we’ve found that the key to success is to focus on the big picture, bringing together the right people to deliver the right products at the right time.

Having founded SCITUS in 2000, we focussed on implementing treasury software as well as building IT infrastructure solutions. On numerous occasions, we noticed that technical expertise alone was not enough to successfully implement change. More comprehensive support in business process improvement, requirements analysis and test management is necessary, as well as an appreciation of the impact of the change and excellent project management skills to ensure that conflicts are minimized and project targets met.

We all know that change is a sensitive issue – even more so in organisa-

tions, where complex changes affect both business and IT. The effective implementation of change therefore requires well-integrated coordination. A lack of coordination inevitably leads to delays, more work and higher costs. Utilising its unique expertise, SCITUS has established Integrated Projects as a new business unit to help companies across all business sectors avoid these pitfalls.

SCITUS Integrated Projects addresses the big picture. We coordinate and integrate all individual aspects and activities. In doing so, we bring together what belongs together – business and IT – ensuring that change does not become a risky business.

A handwritten signature in black ink that reads "Sebastian Schieke". The signature is written in a cursive style and is positioned above a light gray rectangular background.

Sebastian Schieke
Managing Director

Our expertise

SCITUS – Specialists in integrating change in business and technology

We specialise in clearly defining the impact of complex changes on business and IT. Understanding and taking into account the needs of both, we identify and adopt optimal solutions for your organisation. This limits risks and ensures a smooth and well-coordinated implementation of change.

SCITUS – Design and development skills for more performance

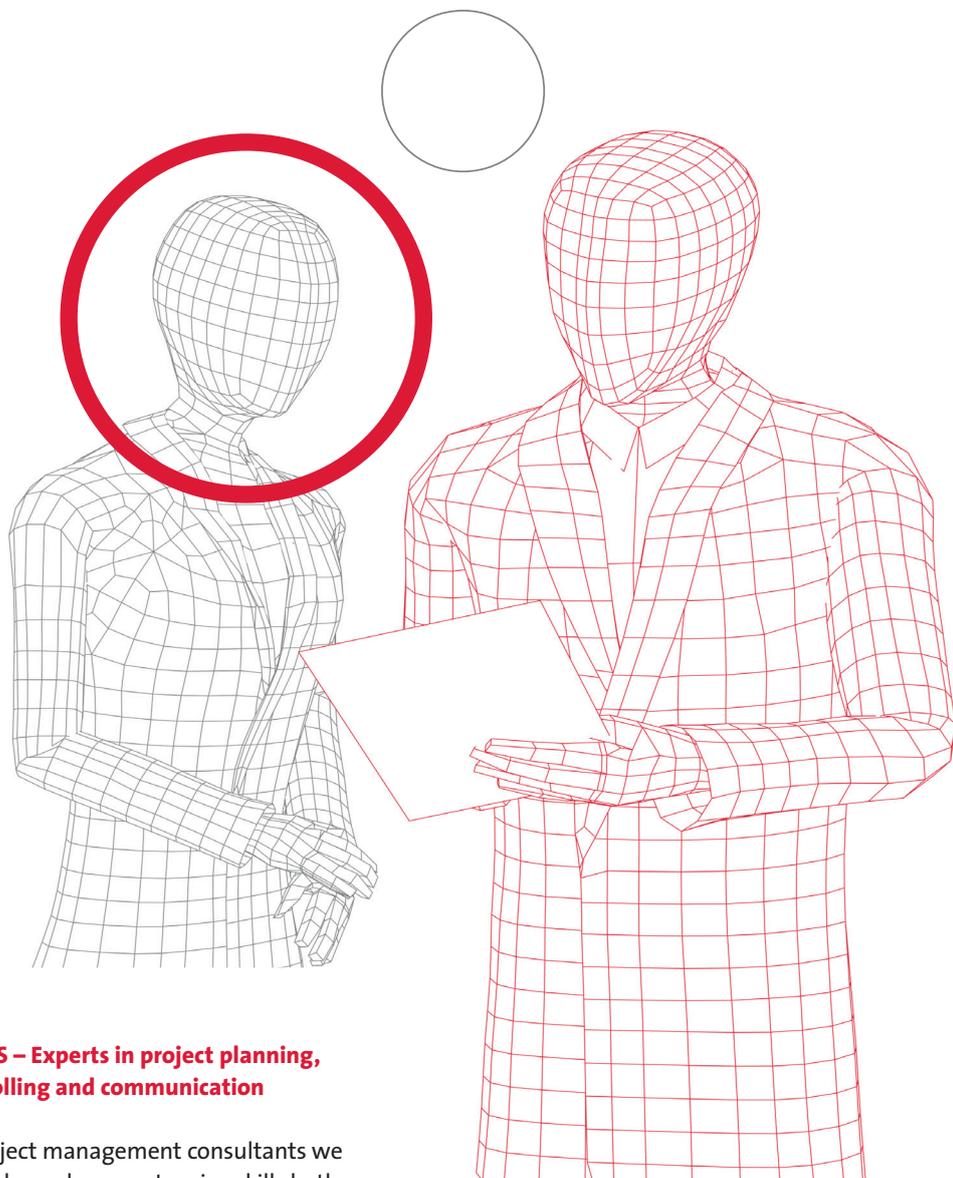
Complex projects are our daily business. Our clients benefit from our experience gained in business process designs, requirements analyses, technical developments and respective test management. These skills allow us to support medium-sized and large companies at each stage of a project with the right services. Coupled with our proven model and pragmatic approach, we deliver coherent, co-ordinated solutions to increase performance.

SCITUS – Experts in project planning, controlling and communication

As project management consultants we expertly apply our extensive skills both to planning and controlling individual projects as well as project programs. We easily identify with your needs and operate within the agreed timescale and budget - irrespective of the size of a project. We utilise standard techniques but apply them pragmatically. We add the right communication strategies to reduce conflict and facilitate the implementation of change.

SCITUS – Your partner of choice for project delivery

We understand how important the successful implementation of projects is to the advancement of your business. Therefore, we focus on building long-term business relationships. This enables us to anticipate your needs and work proactively to meet each new challenge - and deliver sustainable results.



Our model

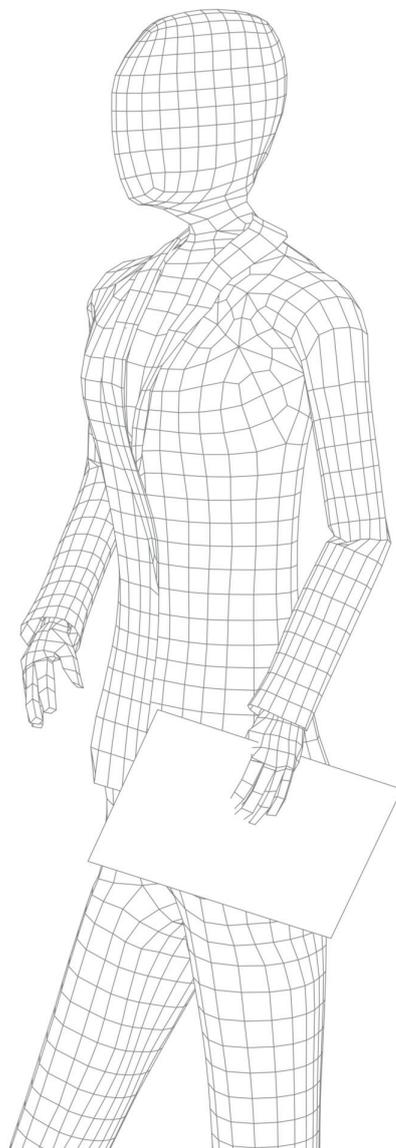
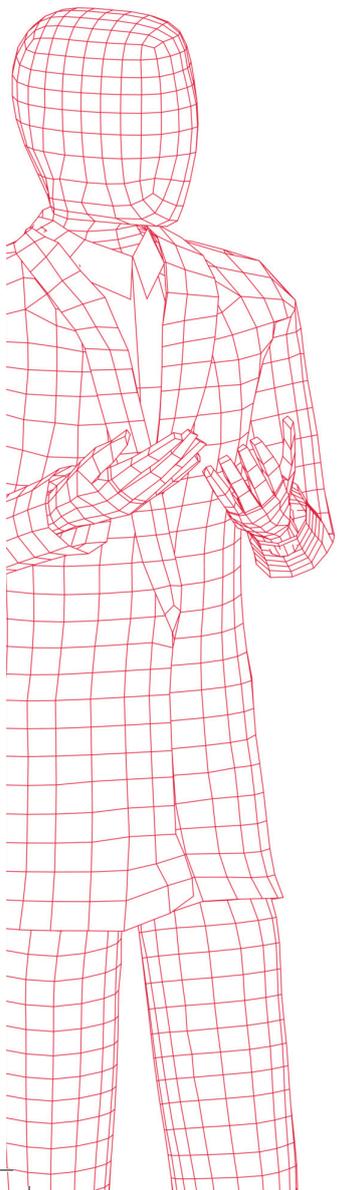
Change impacts people, processes and technology. That's why successful projects require all aspects to be well-coordinated to reach the desired result. Our Integrated Projects Model achieves this by interweaving all necessary business and IT activities – like a zipper which fastens your jacket.

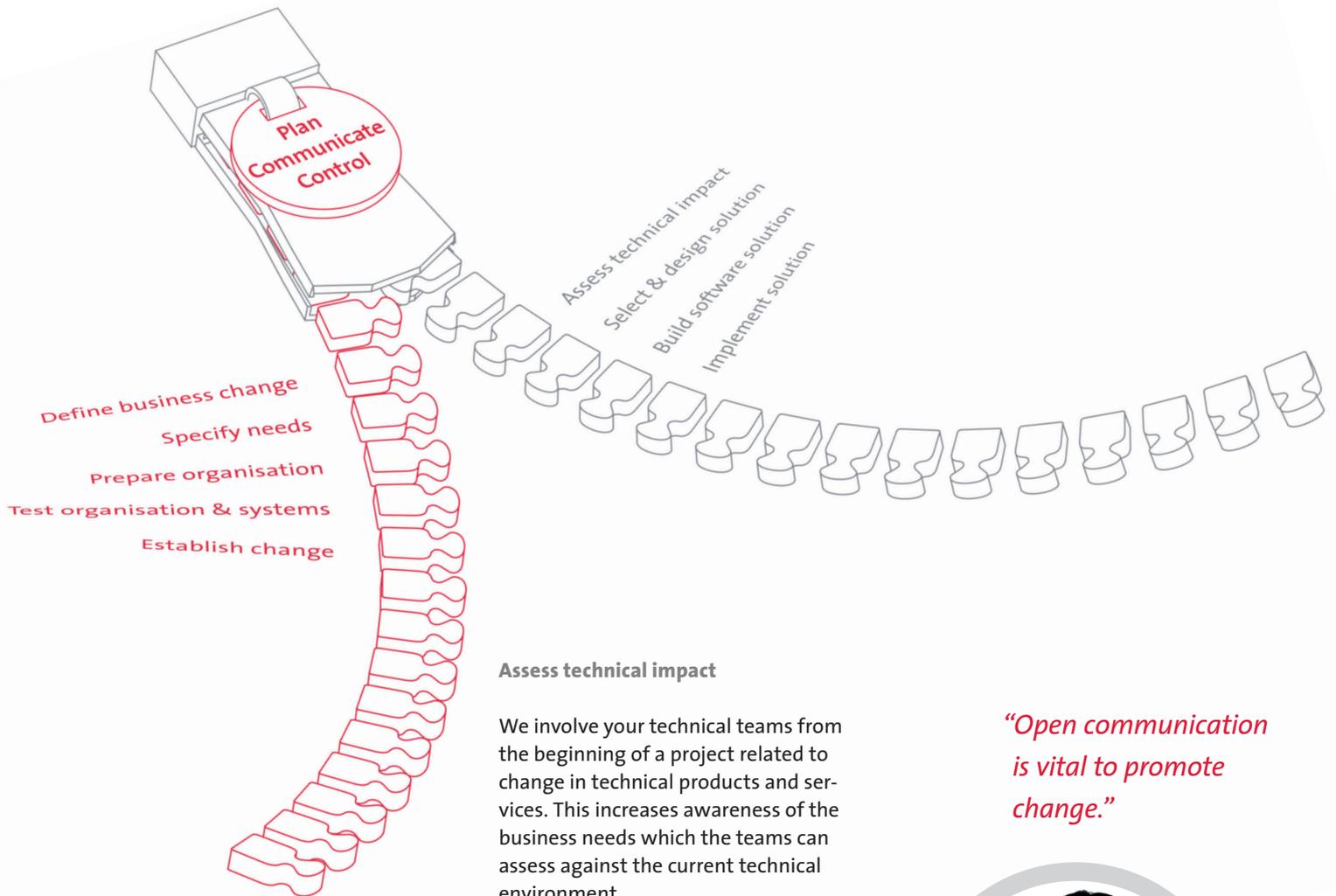
Just imagine: a poorly functioning zipper leads to frustration, extra effort and occasional disaster. Poorly integrated change projects experience the same problems! Our model therefore utilises expertise in multi-disciplinary techniques to align people, processes and systems to make change happen.

Plan – Communicate – Control

Planning, controlling and communication are management activities. Throughout the project, they ensure smooth integration. They represent the clasp which draws both sides of the zipper together, ensuring a successful closure. These management activities interweave the business and technical tasks, facilitate the implementation and embed the change in the organisation.

Working with your key stakeholders, we define the scope and project objectives, and establish an appropriate organisation structure for managing the project throughout its life. We plan the project with your business and technical teams. We set up mechanisms to control scope, timeline, budget, risk and quality. We create the right communication plan to ensure that stakeholders and the wider organisation are kept informed about the change and project progress. The forums we set up allow concerns to be raised and conflicts managed.





Define business change

Prior to defining the desired business change, we analyse the current situation. In doing so, we work with your business teams to build models of the current processes and organisation. These are used to drive out the major changes needed to meet project objectives.

The models and proposed changes provide vital input for designing desired processes and future organisation structures. Whether for new processes or the supporting organisation, our aim is to make the design efficient, effective and adaptable.

Assess technical impact

We involve your technical teams from the beginning of a project related to change in technical products and services. This increases awareness of the business needs which the teams can assess against the current technical environment.

Together with your technical teams, we review the desired business process models to identify the potential impact on the current application and infrastructure architecture, understand the technical requirements and constraints, and identify potential solution options.

Specify needs

Using the desired process models, we work with your business teams to define their requirements. Defining the requirements within the context of the process ensures that all aspects of the business are considered. This also provides the necessary business background for the technical implementation team.

Depending on the nature of the change project, requirements for changes in other areas, such as in the organisation structure, policies or procedures are obtained and specified.

“Open communication is vital to promote change.”



Anna Fothergill
Head of Integrated Projects,
SCITUS

Select & design solution

Buy, build or outsource? Selecting the right software solution may be the key to a successful implementation of change.

For the purchase of the right products and services, we help you draw up a vendor short list and support you in the invitation to tender and proposal evaluation processes. Similarly, we guide you in selecting the right outsourcing alternative and project partner.

Whether the decision is to buy or build, a technical design is required. We work with your technical teams to specify the software configuration, and help model the application architecture and underlying technical infrastructure.

Prepare organisation

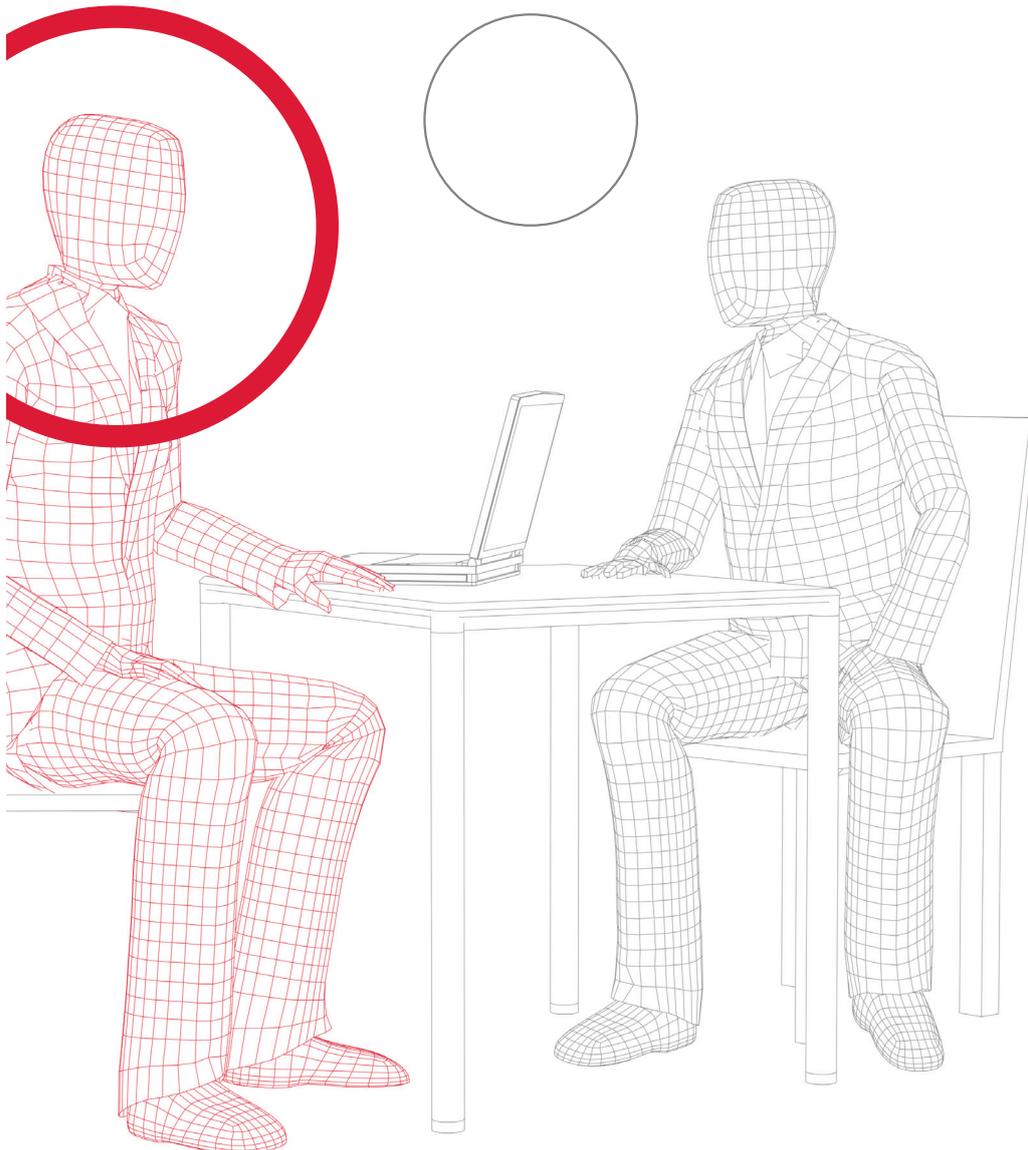
Depending on the nature of the change, there may be significant impact on organisational resources. For example, creating a new subsidiary may require legal structures to be set up, office space and equipment to be arranged, staff recruited and teams formed. We will coordinate these activities to ensure that the right resources are available at the right time.

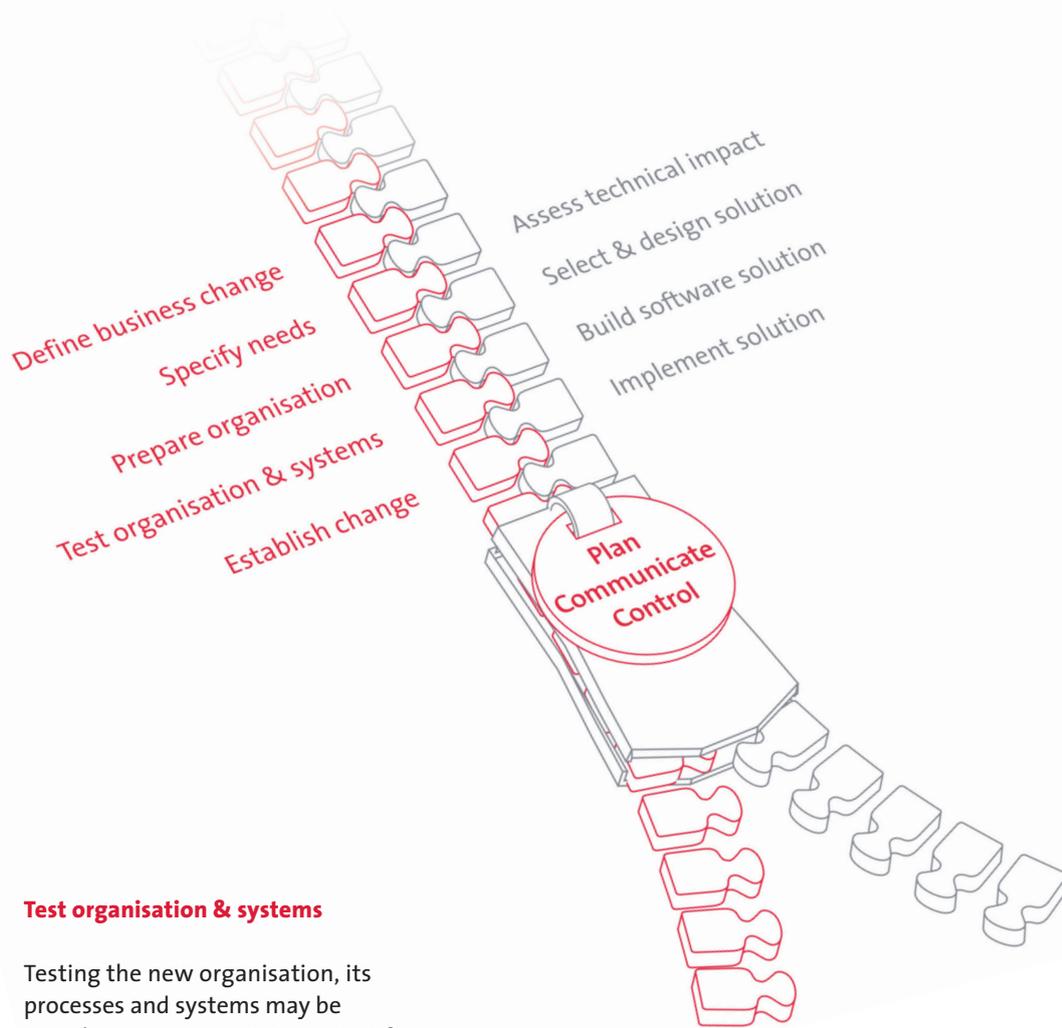
Where the change has an impact on policies or procedures, we will support the business and/or technical teams in creating or amending the relevant documentation.

Build software solution

Once specifications are available, work can start on the configuration (third party product) and/or development of the software. Our technical consultants are not only experts in this field, but have the hands-on experience to also coach your technical teams.

Unit testing is another critical aspect to the provision of quality software. We will support your technical teams in testing and will expertly guide them through the entire test management process.





Test organisation & systems

Testing the new organisation, its processes and systems may be complex. However, it is important for creating buy-in from those affected by the change. We support your business and technical teams to plan, design, execute and manage functional and acceptance testing as well as stress, performance and disaster recovery testing. To prepare the participants, we provide the required training material and set up training courses to explain the impact of the change to daily business and the testing approach.

Implement solution

Delivering a new system into its operational environment requires careful planning as it brings together activities such as the migration of data from old systems, the cut-over to the new system and operational procedures. Together with your technical teams, we will plan and execute data migration and the cutover process. Once the new system is live, we support your technical teams and coach them in the new operational procedures. Where needed, we provide additional resources for technical support.

Establish change

The successful implementation of new processes, organisation structures and systems relies on the careful preparation of transition activities and communication with those affected by the change. We therefore work closely with your business teams to plan and monitor the execution of these activities, and provide training as well as on-going coaching.

Following implementation, we support you in monitoring the change and mitigating any issues which may arise. In doing so, we ensure that change is successfully embedded within your organisation.

“A planned approach to testing encourages ‘buy-in’ from stakeholders.”



Ulrike Reeck
Senior Consultant, SCITUS

SCITUS^o

Integrated Projects

SCITUS GmbH

Germany

Am Salzhaus 2
60311 Frankfurt/M.
T +49. 69. 17 39 23 00
F +49. 69. 17 39 23 29

Netherlands

Schiphol Boulevard 127
1118 BG Schiphol
T +31. 20. 700 55 83
F +31. 20. 700 55 93

info@scitus.eu

www.scitus.eu

