



Project Management Services

An external force helping you to deliver your projects on time and to budget with minimal disruption to your business.

**Technology-focused
Business Consulting**

Telephone 0800 756 6777

www.iep.co.uk

Project management services

Our project and programme management services are designed to help you when you have a need for specialist expertise and experience in managing technology-related transformation projects.

Often the need arises because an organisation simply does not have the in-house resources or skills necessary to address the full range of management tasks necessary to ensure a successful outcome.

Sometimes it's because there is a recognition that an external project manager will be able to exert greater authority and ensure better accountability, something that is difficult to achieve from within, especially when internal resources may be multiplexing between jobs.

Whatever the rationale, our services are available for assignments of any length covering a wide range of technology-related transformation requirements, for example:-

- change or enhancement to IT infrastructure
- introduction of a new software application
- an enterprise-wide ERP/CRM implementation
- major website update or redesign
- system integration project
- major application schema or data model update
- mission critical system update
- rollout of major new software releases
- supplier assessment and product evaluation
- bespoke software developments

A proven methodology

Our project management method is both practical and effective. It utilised the best features of PRINCE2 to deliver an easily tailored and scalable project management methodology whilst ensuring that the project management overheads are not excessive, nor for smaller projects, prohibitive.

Our methodology includes the following key features:-

- project governance
- project plan
- project charter

- communication plan
- risk assessment & register
- budget plan
- project office

Project templates

In addition to the project management methodology, we have created work plan templates for a range of project types. These define the approach for any given requirement and are used as the basis of our proposals.

We have developed ten+ templates for various activities and new templates are being added all the time. We are happy to provide example templates if you would care to contact us.

Implementation projects

Our implementation projects are tailored to meet your specific needs, although in most cases, we use our project management and work plan methodologies as the underlying structure.

We are happy to work on assignments of any length and we normally work on a T & M basis at agreed day rates. We offer discounted day rates for medium to long term projects and our regular customers benefit from special rates also.

Here are some examples of the projects we have undertaken :-

- identify specific products and suppliers and undertake a comparative assessment of technical and commercial factors
- consider implementation scenarios - how to migrate from current systems to new with minimal impact and risk
- develop an implementation plan identifying key resources and milestones ensuring the plan works alongside existing business commitments and activities
- ensure any process changes are adequately assessed, properly designed and agreed with staff as an integral part of the plan
- contract with the supplier(s) under the most favourable terms with the right levels of support, acceptance testing and service level agreements
- project manage the implementation ensuring good change management disciplines such as regular staff briefings and proper training provision

- manage third party suppliers to avoid surprises and ensure things come in on time and to budget

Other services

A range of services from strategic technology-related business consulting to hands on project management:-

- **Practical Advice** - helping you to make the right technology related decisions
- **Project Management** - an external resource to make things happen
- **Software Development Support** - find the right supplier for your needs and manage every aspect of the development
- **Joint e-Ventures** - for turning internet ideas into reality
- **Virtual CIO** - tap into the knowledge and expertise of wizened technologists without the full time cost
- **IT strategy and IT Audit** - maximising your chances of achieving your business objectives

We act as a trusted business technology advisor for organisations that don't have the in house expertise or breadth of experience to address the challenges and opportunities of today's digital economy and internet enabled world.

We help interpret your current and future business needs in terms of the IT systems, software applications and internet technologies necessary to ensure you meet your business objectives and maintain your competitive advantage. And we provide implementation services to help you deliver successful outcomes.

We provide strategic input and practical hands on advice whether it's helping to build your business case, identifying potential solutions, developing a strategy, creating specifications, assessing products/vendors, developing software or implementing your solutions.

We offer project management services for transformation projects and software development programmes, and we provide a cost effective virtual CTO/CIO service for organisations where technology is pivotal to the success of their business but where it is not cost effective to employ a full time person.

For organisations that have a need for a bespoke software solution we offer a range of software development support services to help you get the most from your investment and obtain the very best results.

Our sister company - Sibilo, provides software development services using a mix of UK based and off-shore resources delivering a quality, cost effective option for bespoke software development projects and transactional website designs.

We also offer a Joint e-Venture programme targeted at individuals and organisations who have a great idea for the Internet but don't know where to start or don't have the in house resources to turn the idea into reality.

We are happy to work on a project by project basis or on a regular long term basis, at an agreed day rate, on a fixed price contract and in some circumstances on a results-driven basis. Our Joint e-Venture programme often involves equity participation.

Other PDF downloads are available from the Services section of the IE Partnerships website at <http://www.iep.co.uk/en/services>.

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