"The experience was so positive. AdviserPlus took the lead and told us what we needed to do and when. The pace was good; it drove us to keep things moving without feeling over pressurised."

Sue Murdoch, Head of Organisation & People Development, KCOM

Ensuring a smooth and successful implementation

empower®
by **+AdviserPlus**

1 Who will project manage the implementation and how long does it take?

empower® Implementations are unique for each client, but are typically delivered in around 16 weeks. Your plan will be structured into fortnightly sprint windows, with 'show and tells' following each sprint.

Our project management team will take the lead in mobilising your service. Our proven methodology means we deliver implementations to scope, to budget and to timescale.

An experienced Project Manager, accountable for successful delivery of the project, leads the implementation, supported by subject-matter experts drawn from around the business, who are responsible for delivery of their work-streams and interfacing with their client counterparts.

The implementation is governed through our Project Management Office and the implementation methodology is underpinned by Agile principles.

STAGE 1	STAGE 2	STAGE 3	STAGE 4	STAGE 5
Solution Design	Solution Build	Testing	Launch Readiness	Launch

2 How do you approach engagement and comms?

We recognise that **empower**® is often the start of the journey for line managers resetting their people management responsibilities (and those of HR too). A major focus of the implementation is defining the engagement strategy and supporting the execution of the comms plan.

As part of the engagement and comms work-stream, we would support the service launch with instructional videos, invitational webinars demonstrating how to use the service and a build-up of communications to introduce the service to its new audience.

3 How do you manage risk effectively?

Risks are mitigated through our, up-front planning and fulfilment of resource contributions against agreed work-stream deliverables:

• clearly identified dependencies to plan for and resource pre-implementation;

• key risks identified through our experience of running such change programmes;

• risks mitigated early in the project to set the project up for success;

• risk identification and mitigation is managed through our robust project management governance protocols.

4 Who is responsible for supporting materials / documentation?

Underpinning the implementation delivery is a range of supporting materials and documentation, that we take full responsibility for initiating and maintaining, including:

• Statement of Work

• Project Initiation Document

• Project Plan

• Governance Tracker (inc. RAID Log)

• Highlight Reporting

• Project Evaluation Report

For more information, please get in touch