

MICROSOFT DYNAMICS - IMPLEMENTATION PROJECT FLOW

Week 1	Week 2	Week 3	Week 4	Week 5
<ul style="list-style-type: none"> • Project Kick-Off • Pilot Image Setup • Site Prerequisites Review • Initial Project Plan • Kick-off Meeting • Technical Environment Setup (HW and SW) • Legacy Data Access • Complete Project Plan • Interviews Started • 3rd Party SW License Purchases • Data Analysis • Project Plan Sign-off • War Room and Remote Connectivity Ready • First Week Status Report 	<ul style="list-style-type: none"> • Data Analysis Sign-off • Start Data Clean-up • Review Interview Results • UI Screen Design • Data Gap Analysis • Business Gap Analysis • Data Clean-up Completed • Business Gap Analysis Sign-off • Screen Optimization • SW Licenses Received • Second Week Status Report 	<ul style="list-style-type: none"> • Prod Server Install • Workstation Install • Prod Server Sign-off • Workstation Sign-off • Data Mapping Starting • Data Extraction • Screen Optimization Review • Screen Optimization Finalization and Sign-off • Migration Pilot to Prod Server • Technical Administration Training • Data Migration Script Development • Security Model Development • User Definition • Process User Manual Started • Data Load 1 • Third Week Status Report 	<ul style="list-style-type: none"> • Readiness Assessment • SOW Review • Data Load 1 Review • Training Preparation • Data Load 1 Validation • Data Load 1 Review • Data Load 1 Sign-off • Data Migration Script Revision • Data Cleanup Final • User Acceptance Testing • Final Revisions • Training Prep - Customer Setup • Training End Users • Customer Data Cut-off • Live Data Load • Final Data Extraction • Fourth Week Status Report 	<ul style="list-style-type: none"> • Application Adm. Training • LIVE ON Microsoft Dynamics! • Post Go-Live Support starting • Fifth Week Status Report • Post-go-live Audit • Project Close Review Meeting