



# ProStart Implementation Package

Get Absolute Maximum ROI from Timesheet

When implementing any new software, it is vital that an organization be confident in the solution's fit, viability, and associated costs. Too often software product implementations run over budget and/or exceed the allotted time for rollout. Journeyx ProStart is a service package designed to ensure that implementation of Journeyx Timesheet and any associated custom tools is successful by keeping the rollout on time, on budget, and on target.

## An Overview of The Journeyx ProStart Methodology

Each Journeyx ProStart adheres to the following process:

### A. Kickoff Call

A one-hour conference call intended to review your organization's status and define the scope and milestones associated with your roll out.

### B. Business Process Review

A two-hour conference call to discuss the business objectives of your Timesheet rollout.

### C. Initial Version of Database Configuration

Your Timesheet installation will be configured to align with the information gathered during the Business Process Review.

### D. Data Migration and Configuration

Your Implementation Manager will work directly with you to prepare any needed import files. Initial imports will be performed at this time and supplemented with training to allow you to import any additional data.

### E. Training

Your Implementation Manager will conduct training classes for up to 4 Timesheet Administrators.

### F. Scoping of Custom Tools

A Journeyx Professional Services developer will meet with you to work out the final design details for any purchased custom tools.

### G. User Acceptance Testing

In tandem with Administrator training, this testing will identify any configuration items that need to be revised for the final database configuration.

### H. Final Version of Database Configuration

Requested alterations to your Timesheet installation's configuration will be addressed by your Implementation Manager.

### I. Custom Tools Delivery and Testing

Any purchased custom tools will be delivered for testing after the final database configuration is complete.

### J. Support

During the rollout your Implementation Manager serves as your dedicated support contact. After rollout, your organization will have access to the Journeyx Support Team for any technical issues.

### K. Documentation

Throughout the rollout, your Implementation Manager will provide standardized notes on each meeting and discussion that takes place.