

10 STEPS TO PREPARING FOR A SUCCESSFUL PROJECT

1. Name the **Executive Sponsor** of the JDE project and determine the key stakeholders.
2. Publish the **scope of the project** along with the changed management process.
3. Determine the **measurements of success** for the project and set **Key Performance Indicators.**
4. Determine both ideal and problematic **times for the project to deploy.**
5. **Review your modifications** and determine which are critical and which are not.
6. Consider the risks associated with the project as well as **risk avoidance strategies** and contingency plans.
7. Start **cleaning up** the old system.
8. Think about the **Education Strategy** for the new processes and systems.
9. Consider how to work best with the **consulting partner** and work with them to set the **Implementation Strategy.**
10. Plan for **12 months** after deployment.