



# project management

*support that's made-to-measure*

To ensure the success of your project,  
Bodet offers project management services  
and project owner assistance

## ✓ The success of your project

Your project requires expertise in numerous skills in order to ensure your objectives are met:

→ **quality**

Matching the solution to the needs of various users (Senior Management, HR Manager, IT Manager, operational managers, employees, etc.), whilst responding to existing constraints.

→ **cost**

Keeping to the approved budget committed to the project.

→ **deadlines**


Ensuring that deadline requirements are met for implementing the solution.



***Bodet places key skills at your disposal to ensure that your project will succeed.***

## ✓ Tailor-made services

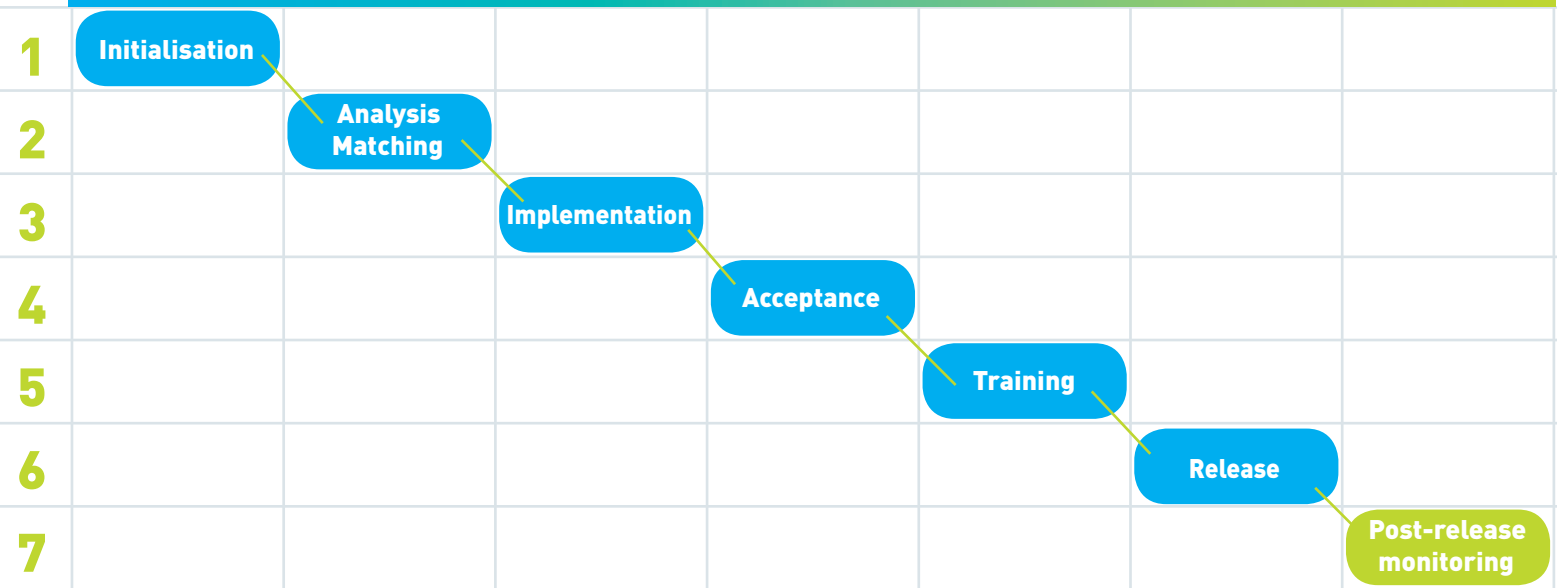
We adapt our services to the unique features of each project entrusted to us:

- A project management **methodology** which is part of ISO 9001 quality certification 
- **Teams with experience** in the specialised areas of our software packages.
- **Multi-disciplinary teams** which take account of operational and technical aspects.
- This experience allow us to commit to the **success of your project.**



**Bodet**  
Software

## A 7-stage approach:



### 1. Initialisation

- . Drawing up the quality assurance plan
- . Internal communication (presentation of the solution)
- . Operational, regulatory and technical audits
- . Drafting and joint approval of the schedule
- . Making up project teams (from the client's side and from BODET)
- . Drawing up the technical specification (optional)

### 2. Analysis/Matching

- . Transfer of operational skills
- . Functional analysis and matching research
- . Acceptance file (optional)

### 3. Implementation

- . Implementation of software packages on the test server
- . Study, implementation and testing of interfaces and specific developments
- . Application settings and operational testing
- . Data recover and integration testing
- . Commissioning terminals

### 4. Acceptance

- . Training the project team
- . Carrying out tests specified in the acceptance file (optional)

### 5. Training

- . Drawing up documentation (optional)
- . Training application users:
  - HR Administrators/IT Administrators
  - Manager users/Staff users

### 6. Release

- . Implementation on the production server
- . Implementing data recovery
- . Help with launch

### 7. Post-release monitoring

- . Technical support
- . Maintenance and software/hardware updates
- . Additional training