



Project management consulting brief

We support the full project lifecycle

From setting up the project concept and management approaches, quality acceptance criteria, through designing work plan and implement the solution, to testing and integrating the outcomes with business departments.



We are delivering stage or end-to-end processes, managing various project stakeholders. Due to the operational uncertainties and lack of available resources, we now pay even more attention on effective collaboration between stakeholders, to minimize risks due to inefficient communication.

Scope of our services

- Develop Business case including viability calculations and budget setup
- Conduct strategic business analysis & modeling (*)
- Lead projects from initiation to implementation within time and budget constraints
- Identify and clarify business requirements (Legal, Tax, Finance, Sales, Supply, HR)
- Ensure that business requirements are effectively captured
- Manage relationships to ensure that stakeholders are committed to the objectives
- Resolve or escalate identified risks and issues
- Ensure that impacts and changes are effectively communicated to the business

(*) Business process modeling

We leverage our modeling expertise and help you engineer business as usual processes as part of the business architecture, or project processes as part of the problem-solving structure.

01	02	03	04	05
				
Conception & Initiation	Design & Planning	Project Execution	Monitoring & Control	Deployment & Evaluation
The start of the project	The road mapping	The delivery stage	Progress and adjust	The project closure
The goal of this phase is to define the project at a broad level, and it usually involves:	This phase focuses on developing a roadmap and milestones that everyone will follow.	This phase is the busiest since a lot is happening during at this stage:	This is all about measuring project performance and ensuring the project is on track and according to the plans.	This phase represents the completed project and checking out if benefits (project goals) have been realized.
<ul style="list-style-type: none"> • Business case development (outline challenges and change project) • Feasibility & risk assessment (to measure if the project is financially and otherwise viable) 	<ul style="list-style-type: none"> • SMART goals setting • Identifying project management approaches and plans, including budget • Project framework and team setting 	<ul style="list-style-type: none"> • Coordination of the project work • Managing various stakeholders, teams • Reporting about status, development updates, performance 	<ul style="list-style-type: none"> • Tracking KPIs • Ensure quality and fit-for-purpose requirements are met 	This stage involves business analysis approaches, and working closely with Business departments to integrate the changes into the business-as-usual operation

We support various transformation projects

Aspectiva can support every project either in the stage or end-to-end:

- Digital transformation: technology system implementation
- Data migration
- Service outsourcing/ transitioning
- Business process implementation or automation
- Organizational developments including knowledge center database

Our project expertise

- Implemented new supplier contract framework for SME company
- Delivered various technology system implementation in finance organizations
- Incorporated financial reporting change by regulatory deadline
- Implemented risk compliance protocols for KYC and business development purposes
- Business analyst to data migration projects
- Led project administration in client advisory project environment

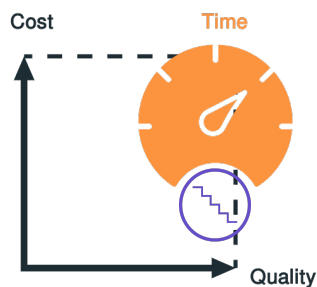
Methods used

We deliver both agile and traditional (Prince2) project management methodologies. We are certified Agile & Prince2 project manager at practitioner level, and Agile change agent, to effectively communicate change within your organization. We are associate member of the Association for Project Management, to ensure we deliver up-to-date methodologies and best practices set by professional bodies and industry experts.

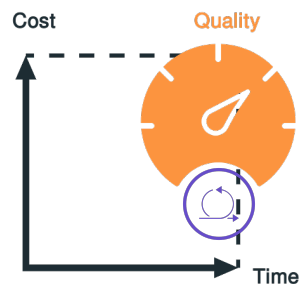
Traditional or Agile project management?

Their approach to what they control throughout the project process is very different: agile methods utilize a more product management approach by modifying quality elements of the outcome so that solutions can be deployed as early on as possible. Traditional methods try to meet as many requirements as possible by the time the project finishes. Each management approach has their relevance and rationale, and the preference choosing one over the other is a complex decision.

Traditional model: linear



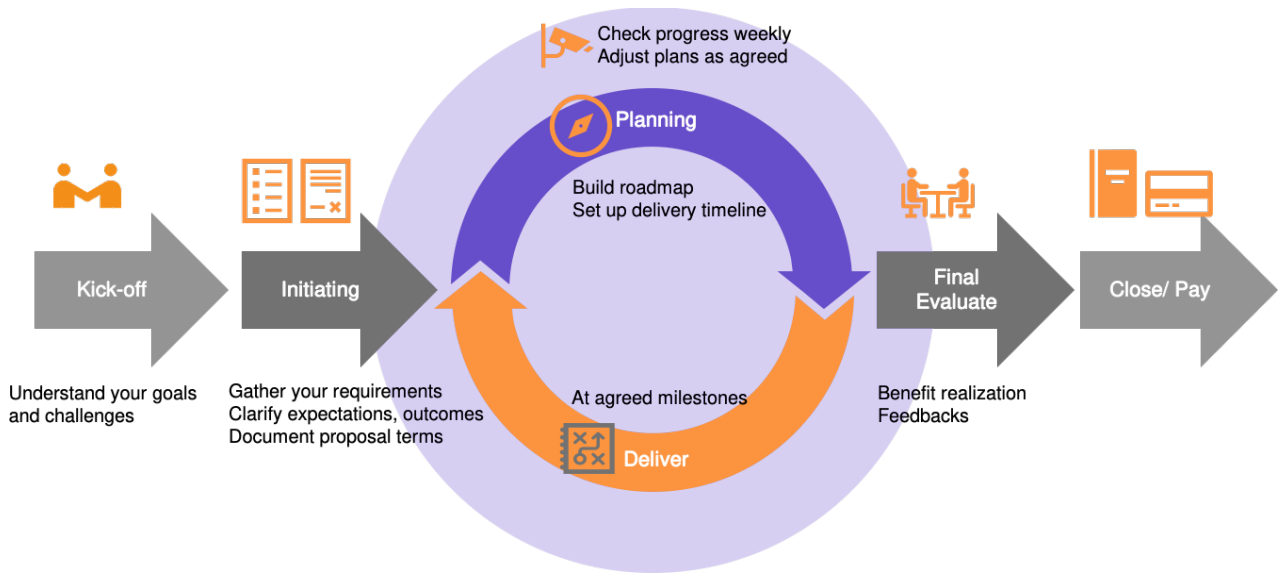
Agile model: fast, iterative



How we consult

First, we ask about your reasons and goals. Then, we follow these simple steps:

1. Assess your current situation and define your challenges.
2. Pose logical questions which result from the challenges, to clarify expectations.
3. Working together with you, we prioritize requirements and discover consulting solution options.
4. Agree on a communication plan and delivery roadmap.
5. Document responsibilities, terms, proposed outcomes, milestones and benefit measurements.
6. Deliver at the agreed pace and milestones, tracking progress and required work changes at weekly progress meetings, documented accordingly.



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