



# Migration Assessment

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# MIGRATION ASSESSMENT



**BUSINESS DISCOVERY**



**PROCESS DISCOVERY**



**TECHNICAL DISCOVERY**






**PROJECT APPROACH**



**ASSESSMENT OUTCOME**





	<b>Interview</b> 	<b>Guided Tour</b> 	<b>Business Discovery Workshop</b> 
<b>SCOPE</b>	Insights in challenges, objectives and project expectations	Provide clarity on, and proximity with, the customers processes	Alignment on the challenges, objectives and project expectations. Completion of the Enterprise Control Model. Areas of Improvement
<b>DURATION</b>	20' per interview	2 hours	4 hours
<b>ATTENDEES of COMPANY</b>	All customer stakeholders	Process specialist	All customer stakeholders
<b>ATTENDEES of Cegeka</b>	Solution Architect, Project Manager	Solution Architect, Business Applications Consultants	Solution Architect, Project Manager
<b>PREPARATION of COMPANY</b>	Current pain points, future ambitions and project expectations	No preparation needed	Enterprise Control Model (see following slide)

# Business Discovery

## Enterprise Control Model



The screenshot shows an Excel spreadsheet with a table titled "Enterprise Control Model". The table has the following columns: Company Name, Country, Location, Company type, Company Type Comment, Warehouses, Multiple VAT representatives, VAT Unit, and if yes, please note the different countri. Short Company Description. The data rows are:

Company Name	Country	Location	Company type	Company Type Comment	Warehouses	Multiple VAT representatives	VAT Unit	if yes, please note the different countri	Short Company Description	Type
Gegeka	Belgium	Gent	Sales	No comment	Yes	Yes	Yes	NL/BE		
Gegeka Business Solutions	Netherlands	Eindhoven	Distribution	No comment	Yes	No	No			
Production Company	Germany		Production							

Below the main table, there is a filter row and another data row:

Companies, part of the group but no	Country	Location	Company type	Company type comment	Short Company Description
Gegeka DSA	Netherlands	Veenendaal			

The Enterprise Control Model provides an overview of the different legal entities and financial structure (chart of accounts, analytical dimensions, consolidation), sites and locations in scope, the relations and interfaces between them.



### Process Discovery Workshops



<b>SCOPE</b>	Identify major customizations. Discuss key requirements for agreed areas of improvement.
<b>DURATION</b>	2 to 4 workshops, 3 hours per workshop
<b>ATTENDEES of COMPANY</b>	Process Owner(s) per domain, Project Manager
<b>ATTENDEES of Cegeka</b>	Solution Architect, Application Consultant
<b>PREPARATION of COMPANY</b>	Overview of Customizations. Alignment on key requirements for areas of improvement



### Technical Discovery Workshop



<b>SCOPE</b>	Discuss current IT Architecture, IT vision and integration requirements
<b>DURATION</b>	3 hour workshop
<b>ATTENDEES of COMPANY</b>	CIO, Project Manager, Technical Experts
<b>ATTENDEES of Cegeka</b>	Solution Architect, Technical Consultant
<b>PREPARATION of COMPANY</b>	Completed application landscape in Excel. Knowledgeable on current application landscape. High level view on IT strategy and vision



## Workshop



<b>SCOPE</b>	Project approach, distribution of roles and responsibilities, agreement on project phasing, workload on customer side
<b>DURATION</b>	3 hour workshop
<b>ATTENDEES of COMPANY</b>	Project Manager, Project Sponsor, HR manager
<b>ATTENDEES of Cegeka</b>	Solution Architect, Project Manager
<b>PREPARATION of COMPANY</b>	No preparation needed



### Workshop




<b>SCOPE</b>	Presentation of project objectives, expectations, chosen solution architecture, chosen project approach and budget proposal
<b>DURATION</b>	3 hours
<b>ATTENDEES of COMPANY</b>	All customer stakeholders
<b>ATTENDEES of Cegeka</b>	Solution Architect, Project Manager
<b>PREPARATION of COMPANY</b>	No preparation needed



# Migration Assessment output

## Assessment outcome workshop



**Table of Contents**

- Challenges & Objectives
- Solution Architecture
- Project Approach
- Timeline
- Budget
- What's next

The results of the Migration Assessment are documented and discussed in an Assessment outcome workshop.

In this workshop we present the challenges and objectives, the preferred project approach. Our proposed solution architecture and the corresponding budget proposal.

The preferred scope for the implementation is explained and future optimizations are discussed.

Based on the requirements and questions of the customer, the workshop can be enriched with other subjects.