

Introduction

The Power Pages Portal Discovery assessment is designed to thoroughly understand your business needs, pain points, and expected value from a Portal solution. This assessment will help define the implementation scope, roadmap, and budget for future implementation.

1. Briefing Session

- Objective: Understand the client's business, goals, and expectations.
- Activities:
 - Conduct a kickoff meeting with key stakeholders.
 - Gather preliminary information about the current systems and processes.
- Deliverables:
 - Meeting notes.
 - Initial understanding document.

2. Requirements Gathering

- Objective: Identify key business needs and pain points.
- Activities:
 - Conduct workshops and interviews with stakeholders.
 - Analyze existing documentation and systems.
- Deliverables:
 - Detailed requirements document.
 - Pain points and needs analysis.

3. Business Process Analysis

- Objective: Map out current business processes and identify areas for improvement.
- Activities:
 - Create process flow diagrams.
 - Identify inefficiencies and opportunities for automation.
- Deliverables:
 - Business process flow diagrams.
 - Process improvement recommendations.

4. Solution Design

- Objective: Develop a high-level design for the portal solution.
- Activities:
 - Define the architecture and components of the portal.
 - Identify integration points with existing systems.
- Deliverables:
 - High-level solution design document.
 - Integration plan.

5. Implementation Planning

- Objective: Create a detailed implementation plan.
- Activities:
 - Develop a project timeline and milestones.
 - Estimate resources and budget requirements.
- Deliverables:

- . Implementation roadmap.
- . Resource and budget estimates.
- 6. Final Presentation
 - . Objective: Present the findings and recommendations.
 - . Activities:
 - . Conduct a presentation with key stakeholders.
 - . Provide a detailed report of the assessment.
 - . Deliverables:
 - . Final presentation slides.
 - . Comprehensive assessment report.