Business Process Automation Accelerator

HappyWired

Version 1,0

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INTRODUCTION

The purpose of this document is to outline an approach for the customer to gain a better understanding on how to implement and adopt **Business Process Automation** utilising the toolsets available as part of the Microsoft 365 suite.

To achieve this, HappyWired work with our clients to introduce the disrupting capabilities in a managed way, at a pace which suits both the organisation, its operational realities, and its employees.

Business process automation (BPA), also known as **Business Automation** or **BPM**, is the technology-enabled automation of existing non-digitised business processes.

It can streamline a business for simplicity, help achieve digital transformation, increase service quality, improve service delivery, or contain costs. It consists of integrating applications, restructuring resources, and using automated pre-defined processes to achieve repeatable and consistent results.

EXECUTIVE SUMMARY

As part of the engagement, an existing business process will be identified in partnership with the customer as the focus for a small proof-of-concept (PoC). This PoC will provide the customer with an opportunity to realise the benefits of adopting Business Process Automation on a wider scope, whilst also improve a real life current operational Process.

The output from this PoC and associated engagement is intended to provide a better understanding on the 'art of the possible' with regards to Business Process Automation, and specifically within the context of Microsoft Online Services such as the Power Platform, SharePoint Online and Office.

BUSINESS PROCESS AUTOMATION ACCELERATOR PACKAGE

PACKAGE OVERVIEW

Our "Business Process Automation Accelerator" package is designed to help any business or organisation that wants to make use of Microsoft cloud technologies to enter the world of Business Process Automation, but are unsure on either where to start, or how best to structure and deliver the project(s) to reach the best possible outcomes.

Working with our experienced Cloud Solutions consultants, we have defined an approach that simplifies the journey to digital transformation, whilst taking into consideration the key differences and technicalities that make your business unique. The detailed process we follow will leave no stone unturned and ensure that you will have a better understanding of what to do, and a detailed plan of recommendations to take your journey to the next level.

PACKAGE CONTENTS

The entire engagement will comprise the following:

Steps	Description/Content	Participants
Requirements Workshop	A detailed requirement gathering session with key business leaders and stakeholders to help devise the target business process achieving the most tangible results, and to underline the requirements and outcomes	Client Stakeholders and HappyWired Solutions Consultant
PoC build	Time-boxed implementation of the identified and agreed PoC	HappyWired Solutions Consultant
UAT/Demo	A 'hands on' demonstration of the POC	Client Stakeholders, HappyWired Solutions Consultant
Presentation of recommendations	A formal presentation shall be delivered to run through the recommendations and the identified PoC with an opportunity to ask questions and discuss the next steps where appropriate.	Client Sponsor & Stakeholders HappyWired Solutions Consultant

PACKAGE OUTCOME

The package, once delivered shall provide you with the following outcomes:

- A POC Business Process Automation which can be operated as a production Minimum Viable Product (MVP)
- Recommendation of quick wins, and longer-term options

COSTS

The following table provides the costs associated with the package:

Item number	Item	Cost
1	Business Process Automation Accelerator	£3,995.00
	Total	£3,995.00

*All prices exclude VAT at 20% and expenses deemed necessary for the delivery of the service.

It is envisaged the work be delivered over a 2-3 week period

ASSUMPTIONS & OUT OF SCOPE

HappyWired assumes:

- Work to be delivered remotely using Microsoft Teams
- The customer will make available all relevant documentation and stakeholder time to support strategy requirements gathering and documentation
- PoC will be built in the customers tenancy
- Access to client environments may be provided, if necessary, by the client, under NDA
- No configuration or modification of client environment is included in this package unless specifically identified as an output in the proposal

HappyWired

Business Process
Automation
Accelerator

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