Technology Adoption

Presented by **Fast Lane**

Fast Lane
Enabling Digital Business

www.flane.co.uk

Our Technology Adoption program assesses how prepared an organisation is to realise the value anticipated from the migration of the installation of technology implementation.

If the technologies already exist within your organisation, our team will assist in evaluating the utilisation of the technologies, areas of improvement and recommendations of how to increase their usage.

Technology Adoption Methodology

Assessment

Deliverables

Execution

Assessment - By meeting with the stakeholders within your company we will be able to measure the needs and current utilisation of the existing systems.

Deliverables - After retrieving the information from the stakeholders we can analyse the data and present them back:
- The creation of graphs & charts
- Plotting of information upon a matrix
- Integration with communications strategy and change management team

Execution - A plan for execution will be developed alongside your adoption teams to ensure best practise throughout this phase. Examples of processes within the execution plan are:

Creation of digital content

- Bite Size videos
- Supporting documentation
- Virtual drop in surgeries (Q&A)
- V-Learning
- Webinars
- Post Project Support

On Site content delivery

- Classroom
- White-board sessions
- Roadshows
- Workshops
- Go live support
- Mentoring
- Post Project Support plan

Assessment

Our team of consultants, support your organisation in planning, implementing and reinforcing the cultural behaviour and process change. To ensure the success of a technology transformation. Assessments will be completed in the most appropriate manner, which may include:

- Surveys
- Workshop
- Interviews with stakeholders
- Analysis of existing data (if any)

Scope

The adoption Consultant and subject matter expert will engage with key stakeholders with your organisation to understand the followng:
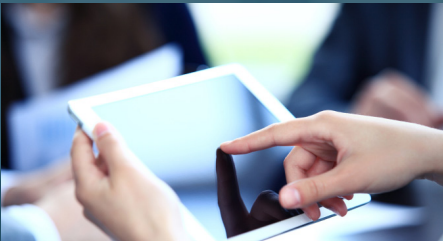
- The business case behind the technology implementation, whilst helping to identify the key benefits. All recommendations are aligned to the key benefits to ensure the organisation gains the maximum value from their investment. If benefits have not been identified or aligned, we will work with the organisation to do so.
- Technology design specifics and how they integrate with the existing tools
- Audience identification and the impact on each group
- What changes are required during the process, procedure and policy to guarantee success
- Capability of the organisation to educate its people in the new ways of working
- Capability and capacity of your oganisation to effectively communicate to its target audience.

Deliverables

Our Adoption Consultant will present a report back to your organisation.

Report section	Detail
Executive Summary	An overview of the engagement and recommendations. An Overview of the Solution at a high level, details covered in the sections below.
Current Situation	An overview of the challenges facing the organisation.
Measures and Outcomes	A review of the measures identified and recommendations on how to achieve the agreed outcomes.
User journeys	A detailed schedule of all activities impacting a user based on their role (personal), including all engagements, communications and learning.
Impact Analysis Matrix	Role and technologies come together to create the matrix.
Change management strategy/ communications plan	A suggested framework for communications and engagement plan to promote change, adoption, whilst achieving business goals.
Education plan	Detailed education strategy and learning deployment plan including specific timelines, resources and deliverables.

Execution

The recommended execution will include some or all of the following:

- Implementation of engagement and communication strategy
- Implementation of a learning strategy
- High level messaging aligned to benefits and agreed metrics
- Personal journeys per audience
- Content for communications, webpages, intranet and articles
- Storyboards for video production, and content development
- Engage with key stakeholders throughout
- Project management of the program
- Agree a deployment strategy
- Manage logistical requirements and administrative overhead resource
- Deliver proof of concept
- Measurement

Contact Us

0845 470 1000

services@flane.co.uk