Click here and type Project Name

Business Area Definition

Part of Solution Foundations

# Purpose of this document

* To identify any business processes, or scenarios for the use of such processes that will need to change
* To describe any new or modified processes proposed as part of the solution
* To identify the substantial majority of the business information to be used, manipulated and created through use of the proposed solution
* To assess the impact of the project outcome on the business that need to be managed. Considering new or changed:
  + business process
  + business organisation
  + culture or behaviour
  + resourcing
* To describe the strategy for deploying the final solution and/or any increments of it, from a business perspective
* To describe the strategy for training those impacted by any business change

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| Workflow | | | | | | | | | | |
| Produced by: | | | | | | | | | | |
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| Reviewed by: | | | | | | | | | | |
|  | | | | | | | | | | |
| Approved / Accepted by: | | | | | | | | | | |
| [Name] | | | | date | BV | [Name] | | | date | PM |
| [Name] | | | | date | TC | [Name] | | | date | BA |
| [Name] | | | | date | BS | [Name] | | | date |  |
| Revision History | | | | | | |  | | | |
| **Version** | **Date** | **Author(s)** | | | | **Description** | **Status** | | | |
| 1.0 |  |  | | | |  |  | | | |
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# Business Process Impacts

* 1. *Business Process Impacts*
     1. *Process Context*
     2. *Processes to be Automated*
     3. *Process Operation*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| User Class (Business Role) | Geographic Location(s) (or Mobile) | Approx no. of users | Use of the system  (e.g. heavy user of basic functions, occasional user of management info etc.) | Usage Window   (e.g. 8am-6pm Mon-Fri) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* + 1. *Process Scenarios*

|  |  |  |  |
| --- | --- | --- | --- |
| Priority | Event Name | Description of Event | User Class impacted |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## External Impacts

## Internal Business Organisation and Resourcing Impacts

## Business Culture Impacts

# Business Implementation Strategy

## Changing the Business Organisation Structure

## Changing External Business Interfaces

## Staff/User Training

# System Life Expectancy and Maintenance Strategy