

Installation Time Line

FAST FORWARD™



1 Business Analysis

One or more members of our team will meet with a member of each department within your organization. Our skilled team will work with you to determine departmental needs and expectations as well as analyze current business practices. Our team members will take what they learn to tailor Fast Forward to streamline your company's operations.

2 Project Planning

Data Conversion

We will work with your staff in determining what information will be needed in the conversion into Fast Forward. After establishing what data will be imported for each of our modules (AR, AP, Inventory, GL) our team will initiate the data conversion process.

Hardware & Software Requirement

A comprehensive site survey will be conducted. This survey will include the network, servers and workstations. Based on the survey we will compile a list of any improvements that are necessary to insure a successful deployment.

3 Installation

Here is where it all comes together. Using the information that we have gathered Fast Forward comes alive. The server hardware is configured with the level of redundancy and availability that your company requires. The Oracle database, embedded in our application, is installed to provide a fast and secure repository for your company's information. All of the parameters are set to customize the application to run just the way you need. These parameters range from your accounting methodology to whether you deliver on packing slips or invoices. Your data is then imported and the client application installed on your users' desktops. You are now ready for a pilot run!

4 Gap Analysis & Training

Now that your system is in place it is time to begin testing and training. We will review business operations and policies with your staff as we train them. Minor adjustments and tweaks will be made in preparation for going live. At this point, each department will have the opportunity to run in parallel to ensure that they are comfortable with the current configuration. A target date for going live will be set as well as follow-up training sessions.

5 Go Live!

One or more members of our team will be with you during this exciting time. We will watch your system as the first transactions are entered and will help your staff to ensure that your launch into the Fast Forward software is a smooth ride.

Going Forward

Once everything is running as planned we leave you to enjoy all of the knowledge and power provided by your new system. You will be able to reach us for questions during our normal business hours or for an emergency on our 24X7 hotline. While you are using your system we will be developing new features to make your jobs easier and your company more profitable. You will receive frequent updates automatically along with an email detailing the enhancements.