



PROJECT MANAGEMENT SERVICES

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The ability to quickly and efficiently add new information technologies or redeploy existing ones, is essential for maintaining a competitive advantage in today's highly competitive business environment.

SW Smith & Associates Project Management Services provide comprehensive, flexible project management to ensure information technology projects are completed on time and within budget, resulting in increased capabilities for which they are intended. Leveraging the experience of more than a decade of large-scale multivendor projects and the technology leadership of SW Smith & Associates, our project management services combine seasoned project management professional expertise and the proven SW Smith methodology to make your project a success.

Our approach provides highly trained service professionals to plan, schedule, and control complex information technology projects and to ensure that they are successfully implemented in accordance with your time, cost, and technical performance objectives.

- CUSTOMER BENEFITS**
- Enables prompt delivery of your projects on time, within budget and to your specific requirements
 - Aligns project plans to business plans
 - Minimizes risk with thorough planning, analysis and contingency planning
 - Allows business manager to better control the project
 - Makes better use of resources by organizing and focusing on project goals
 - Implements new projects or programs without disruption of ongoing operations

Service Deliverables

- Fully developed project requirements, scope statement, and work breakdown structure
- Detailed milestone and resource driven project plan
- Project schedules, budget and staffing plan
- Effective change control process and documentation
- Comprehensive risk management plans
- Project status reports and documentation
- Test and acceptance plans, review, and reports
- Customer satisfaction reviews and reports

Why SW Smith ?

- Proven industry experience and skill sets necessary for the management of critical projects of all sizes.
- Support network of PM service professionals.
- SW Smith's uniform delivery of PM around the world.

Methodology

The SW Smith PM methodology is a thorough, structured approach to project management. Based on best industry practices, you are assured of project control and results through a comprehensive management process.

Phase 1 - Concept

- Identify possible need
- Provide high-level definition of project purpose and scope
- Initial evaluation of project opportunities and risks

Phase 2 – Pre-contract Planning

- Define business, technical and operational requirements
- Identify necessary resources and organizations; establish responsibilities
- Define, document and schedule specific tasks to be performed
- Develop a detailed test and acceptance plan
- Develop a risk management plan

Phase 3 – Post-contract Planning

- Amend and validate project plan to accurately reflect requirements
- Assemble the project team; assign tasks
- Finalize the baseline project plan

Phase 4 - Implementation

- Carry out tasks as specified in the project plan
- Monitor information and data to ensure all work is completed on time, within budget and meets requirements
- Integrate activities of all suppliers or partners involved
- Validate complete fulfillment of the contract for sign-off

Phase 5 - Close-out

- Prepare official project archival records
- Supervise the transition from project to lifecycle
- Identify and resolve any open issues
- Verify your ability to maintain the new systems
- Ensure your satisfaction

Early, active involvement of our experienced resources can mean the difference between potentially difficult implementations and smooth project completions. You can depend on SW Smith & Associates recognize, address, and manage the challenges and ensure successful project completion.