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**Implementation** **Plan**

**For**

**ERP SYSTEM FOR A *SOFT DRINKS MANUFACTURING COMPANY***

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**Implementation Plan for ERP System**

This implementation plan outlines the steps and timeline for deploying the ERP system for the mini manufacturing company. The plan covers phases from initial setup to post-deployment support, ensuring a smooth transition and successful adoption of the system.

**1. Project Phases and Milestones**

**1.1. Project Initiation**

* **Objective**: Define project scope, goals, and assemble the project team.
* **Tasks**:
  + Finalize project scope and objectives with stakeholders.
  + Assemble project team (developers, system administrators, business analysts).
  + Conduct initial project meeting to align team members.
  + Develop project charter and detailed project plan.
* **Milestones**:
  + Project charter approved.
  + Project plan finalized.
* **Duration**: 1 week.

**1.2. System Design and Planning**

* **Objective**: Create detailed design documents for the ERP system.
* **Tasks**:
  + Gather detailed requirements from all departments.
  + Design system architecture (database schema, modules, interfaces).
  + Develop UI/UX wireframes.
  + Plan data migration strategy from existing systems.
* **Milestones**:
  + System design document completed.
  + UI/UX design approved by stakeholders.
  + Data migration plan finalized.
* **Duration**: 2-3 weeks.

**1.3. Development and Customization**

* **Objective**: Develop the ERP system according to design specifications.
* **Tasks**:
  + Set up development environment.
  + Develop core modules: Inventory Management, Production Planning, Sales, Purchasing, Finance, HR, Reporting.
  + Customize modules based on company-specific requirements.
  + Develop integration points with existing systems (e.g., barcode scanners, production machines).
  + Conduct unit and integration testing.
* **Milestones**:
  + Core modules developed and tested.
  + System integrations completed.
  + Initial round of testing completed.
* **Duration**: 8-10 weeks.

**1.4. System Testing**

* **Objective**: Ensure the ERP system meets all requirements and functions correctly.
* **Tasks**:
  + Conduct system-wide testing (functional, performance, security).
  + Perform user acceptance testing (UAT) with key users from each department.
  + Identify and resolve bugs or issues found during testing.
  + Refine the system based on feedback from UAT.
* **Milestones**:
  + All tests passed successfully.
  + UAT approved by stakeholders.
* **Duration**: 3-4 weeks.

**1.5. Data Migration**

* **Objective**: Migrate data from existing systems to the new ERP system.
* **Tasks**:
  + Extract data from legacy systems.
  + Cleanse and transform data to match new system requirements.
  + Load data into the ERP system.
  + Validate data accuracy and integrity post-migration.
* **Milestones**:
  + Data successfully migrated to ERP system.
  + Data validation completed.
* **Duration**: 2 weeks.

**1.6. User Training**

* **Objective**: Train end-users on how to use the ERP system effectively.
* **Tasks**:
  + Develop training materials (manuals, videos, quick reference guides).
  + Conduct training sessions for different user groups (management, admins, end-users).
  + Provide hands-on practice sessions.
  + Gather feedback from users and address any training-related issues.
* **Milestones**:
  + Training materials developed and distributed.
  + All user groups trained.
  + User feedback collected and addressed.
* **Duration**: 2-3 weeks.

**1.7. Deployment**

* **Objective**: Deploy the ERP system in a live production environment.
* **Tasks**:
  + Set up production environment (servers, databases, security configurations).
  + Deploy ERP system to the production environment.
  + Conduct final system checks to ensure everything is working correctly.
  + Go live with the ERP system.
* **Milestones**:
  + ERP system deployed in production.
  + System go-live completed.
* **Duration**: 1 week.

**1.8. Post-Deployment Support**

* **Objective**: Provide ongoing support and resolve any issues post-deployment.
* **Tasks**:
  + Monitor system performance and user activity.
  + Provide a helpdesk for user support.
  + Address any post-deployment issues (e.g., bugs, performance tuning).
  + Plan for future updates and improvements based on user feedback.
* **Milestones**:
  + System stabilized post-deployment.
  + Support process fully operational.
* **Duration**: Ongoing (first 4-6 weeks after deployment for intensive support).

**2. Resource Allocation**

* **Project Manager**: Oversee the project, ensure milestones are met, and manage communication between stakeholders.
* **Developers**: Handle the development of the ERP system, customization, and integration.
* **System Administrator**: Manage server setup, database configurations, and security settings.
* **Business Analysts**: Work with stakeholders to gather requirements and ensure that the system meets business needs.
* **Testers**: Conduct comprehensive testing, including functional, integration, and user acceptance testing.
* **Trainers**: Develop and deliver training materials and sessions to users.

**3. Risk Management**

* **Data Migration Risks**: Mitigate by conducting test migrations, thorough data validation, and having a rollback plan.
* **User Adoption Risks**: Address through comprehensive training, clear documentation, and ongoing support.
* **Technical Risks**: Perform regular system backups, ensure a robust testing phase, and have a disaster recovery plan in place.

**4. Timeline**

| **Phase** | **Duration** | **Start Date** | **End Date** |
| --- | --- | --- | --- |
| Project Initiation | 1 week | Week 1 | Week 2 |
| System Design and Planning | 2-3 weeks | Week 2 | Week 5 |
| Development and Customization | 8-10 weeks | Week 5 | Week 15 |
| System Testing | 3-4 weeks | Week 15 | Week 19 |
| Data Migration | 2 weeks | Week 19 | Week 21 |
| User Training | 2-3 weeks | Week 21 | Week 24 |
| Deployment | 1 week | Week 24 | Week 25 |
| Post-Deployment Support | 4-6 weeks (intensive) | Week 25 | Week 31 |
| **Total Duration** | **~6 months** |  |  |

**5. Budget Considerations**

* **Software Licenses**: Cost for MySQL/PostgreSQL, development tools, and other required software.
* **Hardware**: Servers, backup systems, and other necessary hardware.
* **Training**: Budget for developing training materials and conducting sessions.
* **Consulting**: If external consultants are needed for specialized tasks (e.g., data migration, security audits).

**6. Success Criteria**

* **System Functionality**: The ERP system must meet all specified functional and nonfunctional requirements.
* **User Satisfaction**: Positive feedback from users regarding ease of use, training, and support.
* **Performance**: The system must perform efficiently with no critical issues post-deployment.
* **Data Integrity**: All data must be accurately migrated and validated.
* **On-time Delivery**: The project must be completed within the planned timeline.

This detailed implementation plan will guide the successful deployment of the ERP system, ensuring that all aspects of the project are addressed systematically and efficiently.