

Project Plant Pals

Operations & Training Plan

**August 2021**

Document Status: **Draft** | In Review | Approved

**Executive Summary:**

*to have a reasonably high performing library for a large range of functions.*

*To generate the library 3 months after the arch launch*

*reach the model performance target compared to our competitors*

|  |
| --- |
| **Project Goal** |
| ***SMART: S****pecific,* ***M****easurable,* ***A****ttainable,* ***R****elevant, and* ***T****ime-bound*   * create float libraries with grids in range of 1~10 and 1000 kernels in each direction for release 5. * create integer libraries …. |

|  |
| --- |
| **Deliverables** |
| 1. 90% parity with the competitor’s product 2. 85% for model…. 3. Automate kernel generation |

|  |
| --- |
| **Business Case / Background** |
| **Why are we doing this?**   * There is a gap btw the arch launch and high performing library |

|  |
| --- |
| **Benefits, Costs, and Budget** |
| **Benefits:**   * Support new service leading to 5% revenue increase, reduce late shipments and related costs, increase customer satisfaction * *Additional benefits (optional)*:   **Costs:**   * Price of software, installation fees, time spent on hiring and training * *Additional cost areas (optional)*:   **Budget needed:**   * $75,000 |

|  |
| --- |
| **Scope and Exclusion** |
| **In-Scope:**   * Customer service standards, delivery processes, training protocols * *Other in-scope items (optional)*:   **Out-of-Scope:**   * Product development, vendor contracts * *Other out-of-scope items (optional)*: |

|  |
| --- |
| **Project Team** |
| **Project Sponsor:** Director of Operations  **Project Lead:** Project Manager (You!)  **Project Team:** Fulfillment Director, Quality Assurance Tester, Inventory Manager, Financial Analyst, Human Resources Specialist, Training Manager  **Additional Stakeholders:** VP of Customer Success, Account Manager, Receptionist, Sales Director, Sales Team, Marketing Director, Investors |

|  |
| --- |
| **Measuring Success** |
| **What is acceptable:** |