Business Case

For

Company ABC

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# Executive Summary

*<* *Write this section of the template to provide a concise summary of the key highlights of the business case. The reader should be able to understand what the project is about, the role of the project and the business justification of the project. >*

# Projective Overview

*<* *Write this section to provide the reader with a clear definition of what the project will accomplish (objectives), what the project will and will not include (scope)>*

# Objectives

*< Write this section to outline what the project will accomplish, in clear and measurable terms within a specified time frame. These objectives can be used in a post-implementation review to review and assess the success of the project. Objectives should be focused on outcomes, not operations, and on outputs, not processes.>*

# Scope

*<Write this section to specify what and what is not included in the scope of the project.>*

# Benefits

*<Describe the tangible and intangible benefits to be derived upon implementation of the solution. Provide quantitative figures for the perceived benefits i.e. volumes and values. >*

*NB: All quantifiable benefits listed must be supported by current performance figures.*