# Impact Analysis – using the POPIT framework

### Use this template to record your analysis during the “Conduct an impact analysis” activity. Enter your text after each heading, expanding sections to accommodate your content.

PEOPLE

* What impact may the proposed initiatives have on the people of Litware inc.?
* Would they be excited by the proposed changes or threatened by them?
* Will the proposed initiatives directly affect the individual’s daily tasks and responsibilities?
* Would the employees have sufficient training and support to cope with these changes?
* What problems could emerge – language, cultural differences, time zones?
* Could job satisfaction and employee morale be impacted by the changes?

ORGANIZATION

* What impact may the proposed initiatives have on Litware Inc.’s organization?
* How will the proposed initiatives align with the strategic goals of the organization?
* What financial impact will the initiatives have on the organization?
* Will the initiatives save money, cost money, or generate revenue?
* How will the initiatives affect the workflows and interdepartmental collaboration?
* How will the initiatives impact the overall organizational culture, including communication, decision-making, and adaptation to change?
* How will the organization's values be impacted?

PROCESSES

* What impact may the proposed initiatives have on the processes Litware Inc. uses?
* Are they likely to disrupt the existing processes or enhance them?
* Will the processes need to be re-designed or just optimized?
* Will the processes be more efficient? More effective? Will new processes need to be created?
* What measures need to be taken to ensure smooth integration of the initiatives with the existing processes and systems? For example: financial systems, management information systems, customer support?

INFORMATION

* What impact may the proposed initiatives have on the information of Litware Inc.?
* How will the initiatives impact data storage, management, and archiving processes, particularly regarding scalability and long-term usability? How will the proposed initiatives affect the accessibility, accuracy, and timeliness of critical information within the organization?
* What changes will the initiatives bring to the organization's data security, privacy compliance, and information governance practices?
* What key performance indicators (KPIs) should be monitored to evaluate the initiatives' effectiveness and impact on information management and utilization?

TECHNOLOGY

* What impact may the proposed initiatives have on Litware Inc. organization’s technology?
* How will the proposed initiatives impact the organization's technological infrastructure, including hardware, software, and networking components?
* What changes will the initiatives bring to user experience, interface design, and accessibility of technology solutions and platforms?
* How will the initiatives affect the organization's technological capabilities, including data processing, analytics, automation, and innovation?
* What are the security and risk implications of the initiatives on technology, and what measures must be taken to mitigate potential vulnerabilities or threats?