



Packaged Services Benefit

Business Value Planning Services



At A Glance

About BVPS

Microsoft has launched a new initiative to help customers identify, unlock, and capture the business value of Information Worker (IW) solutions. Through structured multi-day workshops, AccessIG, Inc., will help customers identify improvements to an existing business process using IW solutions. This initiative will provide a number of benefits:

- Realize a greater return on your existing Microsoft investment
- Solve real problems that you and your employees face every day
- Build a forceful business case to improve your business processes
- Receive 3rd party solution analyses through AccessIG, Inc.

Workshop Methodology

Microsoft's proven BVPS workshops consist of the following steps:

1. **Current State Analysis:** Review, document, and analyze the way a process is currently performed – provide insights into pain points and KPI impacts of the current process
2. **Future State Analysis:** Develop a revised and improved business process using existing Microsoft investments
3. **Business Case:** Develop a cost/benefit analysis and business case for adopting the proposed process change
4. **Adoption & Implementation Plan:** Provide guidance on resources required, risk mitigation, change management, and communication required to implement the proposed solution

Getting Started

BVPS Workshops are available as a Microsoft Service Assurance Benefit:

1. Sign in to Microsoft Volume Licensing Services and navigate to the Software Assurance Benefit Summary page
2. Create a voucher by assigning a packaged service voucher to an individual within your organization
3. The project manager will receive an e-mail message that provides information about the benefit and voucher
4. The project manager should contact AccessIG at www.accessig.com to schedule a process discovery session to identify process improvement opportunities

Customer Requirements

- Identify a workshop owner, appropriate stakeholders, and subject matter experts
- Reserve on-site logistics (e.g., conference rooms, building access, partner network access, etc.)
- Provide **AccessIG** with relevant materials





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Solution Examples

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The following examples illustrate a few of the potential BVPS business process improvement topics:

Scenario	Description
Automated Forms	Reduce costs and streamline form driven business processes.
Automated Performance Reporting	Improve decision making through near-real time creation and access to performance reports.
Budgeting	Improve accuracy of creation and tracking of departmental budgets.
Collaborative Document Development	Improve a company's ability to develop and review documents across teams and improve content reuse.
Content Search and Reuse	Improve a company's ability to organize and find information through online repositories.
Merging Project Plans	Integrate multiple project planning efforts for better resource planning and tracking.
Performance Management	Improve a company's performance management processes through more efficient and effective planning, forecasting, analysis, and reporting.
Project Portfolio Management	Improve a company's project prioritization and selection, and the project portfolio's overall strategic alignment.
Remote Training	Reduce costs and streamline a company's training processes through virtual / remote training.
Routing Communications	Improve communication and speed issue resolution through new and integrated communications – email, telephone, instant messaging.
Sensitive Records Management	Improve a company's current process for creating, managing and deleting sensitive records such as legal, financial, medical and HR.

Contact

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