



It's simple really...

We know your business better!

PERSONALIZED | ON-SITE | IMPLEMENTATION & TRAINING

PARTNERING FOR A SMOOTH TRANSITION

A TrulinX Implementation is the beginning of an important partnership, one that is based on teamwork. Tribute, Inc. provides customers with a highly structured and client focused implementation strategy. We provide knowledgeable training at your offices, which minimizes the disruption to your business and provides you the benefit of our expertise in your industry.

Utilizing a proven interactive process, Tribute will successfully guide you through implementation from an in-depth analysis of your Business Requirements to our follow-up after your first Month End Live.

→ Step 1: Analysis of Business Requirements

During the sales process, our Sales Consultant will conduct a discovery meeting to determine your business objectives and identify areas within your business processes that can be improved with implementation of new software. We provide an on-site demonstration, tailored to your company, of all the benefits TrulinX has to offer.

→ Step 2: Project Planning/Implementation

Your Installation Coordinator will initiate a series of regularly scheduled phone conferences to review current operations, identify management's critical business issues, and prepare a project agenda via Basecamp project management software that will map the steps that need to be accomplished by both parties to achieve the planned Go Live date.

The project agenda will include tasks to be done in the conversion and implementation process by both your staff and Tribute staff.

The project is a team effort and the burden lies on both parties to achieve a timely implementation. A delay in the completion of assigned tasks by the customer will result in the postponement of the originally planned Live Date.

ERP implementation requires a buy-in from the entire staff and assigning an implementation project leader who serves as the point person on the project is imperative.

→ Step 3 – Data Migration

Your new database is created through a combination of data conversion and data input. A TrulinX Installation Specialist will provide you with guidelines to extract the data from your legacy system and make sure it is clean and correct.

Newly-converted data and any additional data will be moved into TrulinX Live and Trainer databases so you can perform a thorough review and begin training. TrulinX maintains the Trainer Database after you Go Live to enable new employees to train without damaging your operating database.

→ Step 4 – Operational Training

Operational training is conducted on-site a few weeks before going Live. Training will cover Quote & Sales Orders, Shipping, Purchasing and Receiving, Accounts Receivable and Accounts Payable. The trainer database must be complete before this can be accomplished. This initial training period is to introduce the appropriate staff to the daily tasks they'll be using in the new application. A point person from each branch should attend to ensure consistency in training across the organization.

→ Step 5 – Go Live

A TrulinX Installation Coordinator is on-site for the first week you Go Live. Having support staff at your company as new software and procedures are implemented ensures proper procedures are followed and the stress of change is kept to a minimum.

→ Step 6 – Follow-up Training

Optional Follow-up training can be scheduled for six to twelve weeks after you have gone Live to review procedures and go over questions. This can be accomplished via phone consulting, webinars, or an on-site visit.

Tribute Inc. provides hands-on training and implementation by staff that understands your business inside and out. Tribute's comprehensive training & implementation process ensures that you get the maximum out of your software, enabling you to take advantage of all the time and cost saving features of TrulinX.