



Selecting & Implementing a New FMS – A Masterclass Thursday 4th March 2010 Be prepared for the upturn...

Sapphire's masterclass in Selecting & Implementing a new Financial Management System is aimed at anyone who has at any point considered changing their financial solution but does not know where to start. Come along to this breakfast session at the impressive Chrysler Building in Central New York, where Sapphire will share their extensive knowledge on this subject with you for FREE! We will discuss topics such as 'what is out there – the shape of the US FMS market and who the key players are', 'important features and functions you should be looking for in a new FMS', 'key steps to a successful implementation' PLUS a free RFI template for every delegate. Places are limited so enrol today to avoid disappointment.

Agenda

08.30	REGISTRATION – Tea & Coffee
09.00	WELCOME AND INTRODUCTION – Chris O'Connor, Sapphire
09.10	WHY CHANGE YOUR FMS? As we emerge from the recession, it is important to maintain good operational practices so that your business is in the best shape possible in order to take advantage of any opportunities and challenges that might come out of the upturn. The question is...will your current financial management be up to the challenge? In this session we will share with you some of the reasons that organisations are looking to change. Chris O'Connor, Sapphire
09.30	THE SELECTION PROCESS – ITT v RFI The process of specifying requirements and selecting a new system has evolved significantly during the past few years, should you issue a detailed Invitation to Tender (ITT) or use a streamlined process such as Request for Information (RFI). When drawing up your requirements list you will need to decide what is "Mandatory" and what is a "Desirable" feature - this session will help you make that decision and we will provide you with an Excel based template to help you get started. Chris O'Connor, Sapphire

10.00

Refreshment Break

10.15	WHAT IS OUT THERE The US FMS market has undergone a radical transformation over the past few years, software houses have merged, products have been acquired and integrated into larger application portfolios, there have been new entrants, some have fallen by the wayside and software as a service has started to emerge. In this session we will walk you through the US FMS market and detail some of the major vendors you may wish to consider. Also in this session you will learn about the most important features and functions that you should look for in any new FMS and the benefits that these bring to your business. Chris O'Connor & Uys Moller, Sapphire
10.45	IMPLEMENTATION; THE RIGHT APPROACH Finding and selecting the right FMS for your business is part of your challenge, ensuring that it is implemented on time, on budget and delivers business benefit is the significant other part. In this session we will share with you our approach to implementing systems, the key stages in the project life cycle, the people and skills you will need to build your project team, the typical objections and issues you are likely to face and how to overcome these. Uys Moller, Sapphire
11.00	CASE STUDY In this final session we will bring everything together and take you through a real life case study from the search and selection process right the way through to implementation and sign off. Chris O'Connor, Sapphire

11.15

Summary & Close - Lunch