

## A PREPARE

The Project Solution Suite assists with the efficient governance and management of projects in organisations that charter many projects. It is based on the internationally recognised PRINCE2 method.

A key element of the Suite is the Project Lifecycle, which outlines standard phases and templates for standard projects.

These phases and templates provide control points to help organisations reliably achieve project outcomes on time and within budget, and to reap the benefits of project work as early as possible.

The **Prepare Phase** describes a gap in capability or service delivery, establishes the need to fill this gap, sets goals for delivery and identifies benefits that will be achieved by proceeding.

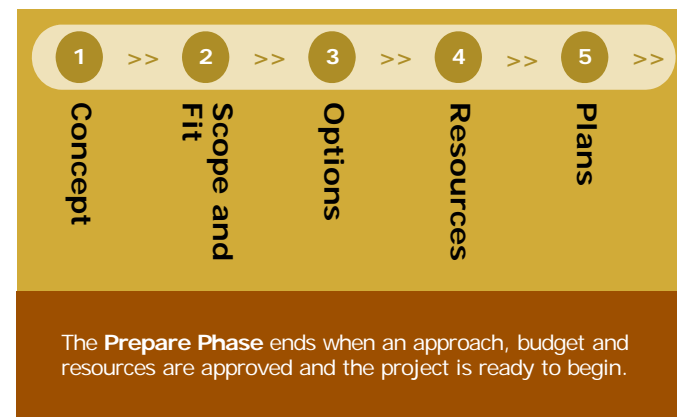
Complexity, risks, timelines and costs are also outlined.

Different approaches to achieving the project's outcomes are explored and the most appropriate is chosen.

A budget is approved and skills, tools and materials are identified and sourced.

Review points in this phase assess the achievability, affordability, risk and value for money of the proposed project. As a result of these reviews, the proposal may be terminated or the scope adjusted.

The Project Lifecycle has five standard stages in the Prepare Phase.



## B DELIVER

The **Deliver Phase** co-ordinates and manages people, tasks and resources to proceed with the project as envisioned in the Prepare Phase.

Deadlines and milestones are achieved whilst the tangible products of the project are acquired or constructed.

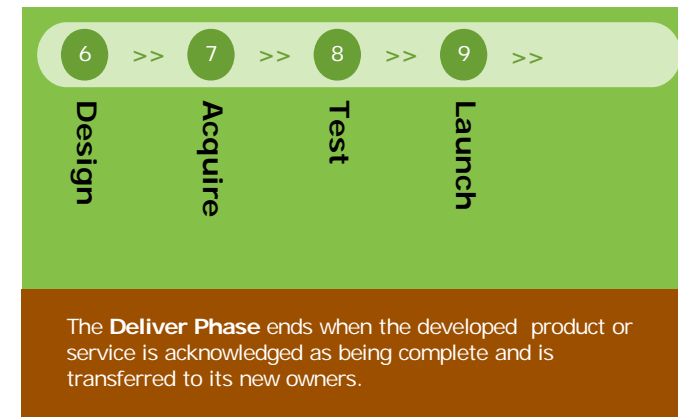
Time, costs, delivery performance and risks are managed to ensure they match the approved plan.

Issues are identified and resolved.

Communication and change management are critical during this phase.

The new products or services are transferred to their new owners once the project is complete.

The Project Lifecycle has four standard stages in the Deliver Phase.



## C HARVEST

The **Harvest Phase** reviews the critical components of the project and assesses overall success.

Key factors which impacted the project during the Deliver Phase are analysed. Solutions are recommended to inform future projects.

A second review compares outcomes achieved to those agreed in the Plan Phase, identifies any gaps and makes recommendations to increase the level of benefits achieved.

The Project Lifecycle has three standard stages in the Harvest Phase.

