Implementing ERP Systems

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Agenda

- Why Implement an ERP (Enterprise Resource Planning) system?
- Typical System Requirements Documents
- ERP Implementation Project Methodology Diagram
- Review of Project Plans, Implementation Checklists, Functional Requirement Documents, etc. that can drive successful results.
- Staffing and Project Management Challenges
- Cloud ERP Systems – A Different Approach?
- Lessons Learned and Bringing it Altogether
- Q&A
Why do Businesses Implement ERP Systems?

- Fast Growth:
  - Start-up business explodes – i.e. product is approved, major contract awarded
  - Purchase of new Product Line or New Business
  - New US division of Foreign-owned company

- Steady Growth:
  - Volume & Transaction Complexity grow over time
  - Workarounds and Manual Processes cause inefficiencies

- Spin-Off from Parent Company
  - New system needed for Mature Business

ERP Systems Being Referenced Today

- Sage 100 ERP
- Sage 500 ERP
- Microsoft Dynamics GP
- Intacct
- Others

- In general – 50+ years work experience, and over 500 implementations or support
Typical Requirements that Drive ERP Implementations

- Need to handle higher volumes of data – to maintain data integrity & an more efficient output/reporting.
- Advanced manufacturing tracking needed – multi-level bills, WIP tracking, lot/serial # tracking, detailed COS build-up analysis.
- Advanced Distribution requirements – wireless warehouse mgmt. system, bar-coding, EDI processing, integrated shipping.
- Multi-Currency and/or Multi-Company needs
- Technology Needed to Integrate with Vertical/Industry Specific system

Project Approach / Methodology

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<th>Business Analysis Project Team</th>
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<td>Develop User Procedures</td>
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Project Plans, Checklists, Functional Requirements Documents

- **Project Plan**
  - Main purpose is to “prove-out” timeline and Go-Live date feasibility
  - Shows planned resources
  - Can highlight linear vs. concurrent tasks
- **Functional Requirements Document**
  - Normally the Result of detailed Discovery Sessions with Project Team
  - Full Explanation of Key Requirements expressed by the business.
  - Documents Ultimate Business Goals of the system.
- **Implementation Checklists**
  - Confirms Details of each step on the Project Plan are addressed
  - Crucial for Setup & Configuration and Data Conversion phases

Staffing and Project Management Challenges

- **Project Managers - Client and Consultant**
- **Scope of Project and ROI of Overhead**
- **GANT Chart tracking and “pinch points”**
- **Subject Matter Experts**
- **Realistic Expectations**
- **Moving Data and Setup**
- **Working Current Roles/Jobs**
Cloud ERP Systems – A Different Approach?

- Vendors/Publishers to be more involved
- Test Systems and The Cost
- Remote Focus and Less “Feet on the Street”
- Importing Data
- Control of API (application program interface)
- No Code Changes – But WorkFlow

Lessons Learned – Bringing It Altogether

- Communications
- Project Planning
- Consultant Staffing
- Uniqueness
- Project Scope
- Data Conversion / Imports
- Client Team and Staff
- Understanding System Requirenients
Resources for CPAs/AICPA members

- Safari Books Online
  - Subscription at no additional cost if IMTA section member
- IMTA (Information Management and Technology Assurance) Section – one of AICPAs special interests sections
- CITP (Certified Information Technology Professional) (a credentialed subset of the IMTA section)

More on Safari – What is Available

- Theory
  - Database designs
  - Project Management
  - IT Risk and IT Assurance
- Technical and Product
  - Excel, Word, etc
  - ERP software – Sage, Microsoft, SAP, etc
  - Web Applications
- And more
Questions and Answers

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