



Sencia's 6 Step Methodology identifies the critical tasks that will help our team achieve all project goals as well as identify and manage risks and quality on a typical project.

1. Needs Assessment (Identify Project Scope)

The core team assigned to the implementation defines the Project Scope with the client's support. Deliverables include finalizing the technical assessment of the Informetica base product and finalizing the objectives, priorities, risks and opportunities.

2. Plan Development

Clear, concise planning documents will be written, focusing on the interrelated elements necessary to build a fully functional and scalable internet-enabled infrastructure. Deliverables include defining further requirements and functionality to the Informetica system, looking at technology requirements and resources, and creating an implementation plan, including cost ranges for any custom requests.

3. Specifications Development

The user experience is defined including determining intuitive navigation, key functionalities, brand continuity and systems integration. Both the client and the Informetica team are required to approve the specifications document prior to the start of creative or technical development. The specifications document outlines all change requests or additional custom work to be developed based on the client's specific needs, as discovered (if any) through the Needs Assessment. Deliverables include integration or interoperability with existing database(s), communication strategy, and graphic strategy.

4. Technical Development

As customization requirements are indicated, and allowing for potential additional customization requests discovered through the Plan Development stage, the development of the User Interface (UI) and the applications programming will proceed. The project schedule will be modified to contain appropriate and timely client review milestones. Deliverables include completion of code development and creative interfaces.

5. Conduct Testing

Informetica uses a two-step testing strategy consisting of Alpha and Beta stages. During the Alpha stage, the system is tested in-house at Sencia Canada Ltd. to ensure that it meets the criteria established in the specification document. Upon completion of Alpha testing, the system is released to both the client's team and Sencia's staff for Beta testing. Based on the Beta test results, any remaining issues are addressed prior to system launch to ensure the agreed upon project objectives and technical specifications have been met. Deliverables include beta approval and fixes.

6. Deployment and Training

Once all testing has been successfully completed, the system is deployed, migration is completed, client site managers are trained, and plans for future refinements are discussed, if necessary. Deliverables include project acceptance and approval for launch, movement of the test site to live servers, testing software for production use, and training for site managers.