Power App Readiness

Purpose

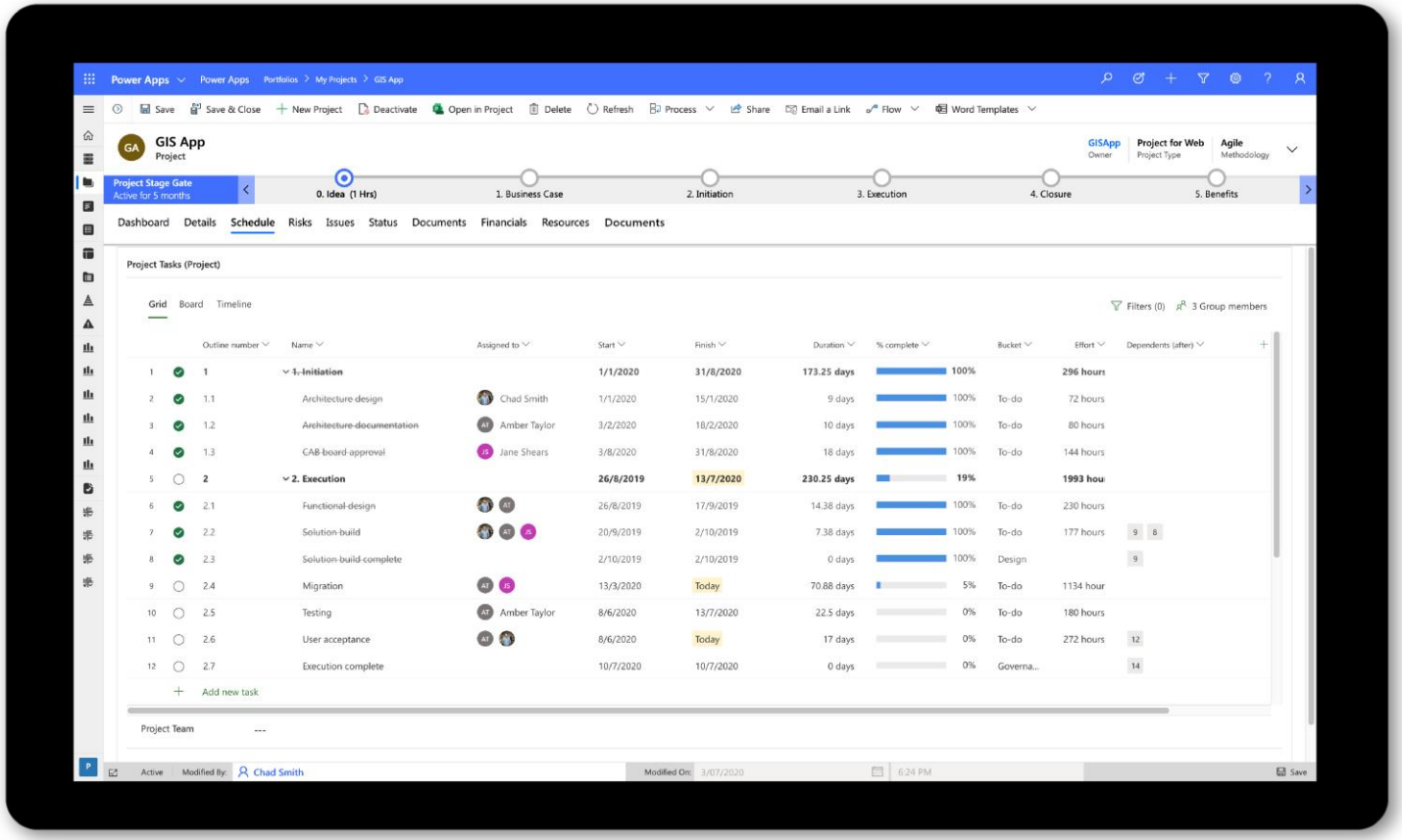
The purpose of this document is to help prepare you for the journey ahead when designing and building your Power App.

We've done it so many times so we thought we'd share with you our top 5 Tips,

Need more help or want the raw file – send us an email:

social@thedigitalproject.com.au

Kind regards,
The Digital Project



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App Checklist

Define your Requirements

Define user stories that are associated to your requirements. This will help you build your requirements traceability checklist and develop a solution that is aligned to a successful outcome.

Build the Strategy

Ensure that your teams are designing a solution or app that aligns to your companies strategic and or corporate objectives. This ensures that your return on investment will be met and benefits realised.

Prepare the Roadmap

Develop a project plan and prepare and communicate the change to your end users leveraging every possible mechanism. Seek feedback and build the change journey approach.

Engage Technology

Engage early with your internal technology teams and ensure that your solution meets the criteria required from a security and governance level.

Project Governance

Create a well defined plan and set clear goals, objectives, as well as roles and responsibilities, to ensure that your teams are working towards the same outcomes.

1. Requirements

Simple or complex every app requires a set of user stories, and requirements....

Story	Category	So that I can..	Requirement	Priority
I need to be able to create a new idea and track the status..	Innovation	Provide feedback to my organisation as an employee	Open permissions for any user to create ideas, change permission model	Medium
I want to be able to use excel to edit all my risk data..	Risk	Update all my content in one view	Enable excel editor features in the app	High
I would like my project status report auto-generated into PDF	Reporting	Load it to our records management system	Enable document and pdf generation with the app for all users	Critical
I would like to see all projects in my business unit	Projects	So I can collaborate on risks and issues across the portfolio	Set up permission model with defined roles per department	High

2. Strategy

Share the challenge and goals, and ensure that your app aligns to your corporate objectives...

Challenge

- We have multiple systems, all reporting the same data but in different formats
- We need to reduce out time spent on manipulating and analysing data
- We have low maturity and project managers have day jobs
- We need to centralise all our information so we can report safety and risk concerns to the board

Goals

- We need to improve our data quality
- We need to design a solution against our business processes
- We need to gain instant access to the health and status of projects
- We need to report on KPI's across the portfolio for each project and program of work

3. Approach

If your building a complex app you may need to consider a staged approach..

1. Concept

- ✓ User stories, audience defined
- ✓ Requirements document
- ✓ Business case & project plan
- ✓ Roles & responsibilities

2. Develop

- ✓ Architecture document
- ✓ Design document
- ✓ Change management plan
- ✓ User content prepared
- ✓ Security model defined
- ✓ Resource plan defined

3. Deploy

- ✓ Build to Dev/Test against solution design
- ✓ Testing against solution design
- ✓ Enhancements/bug fixes
- ✓ Licenses purchased
- ✓ Permissions via AD assigned
- ✓ Transition and migration complete
- ✓ Support process confirmed

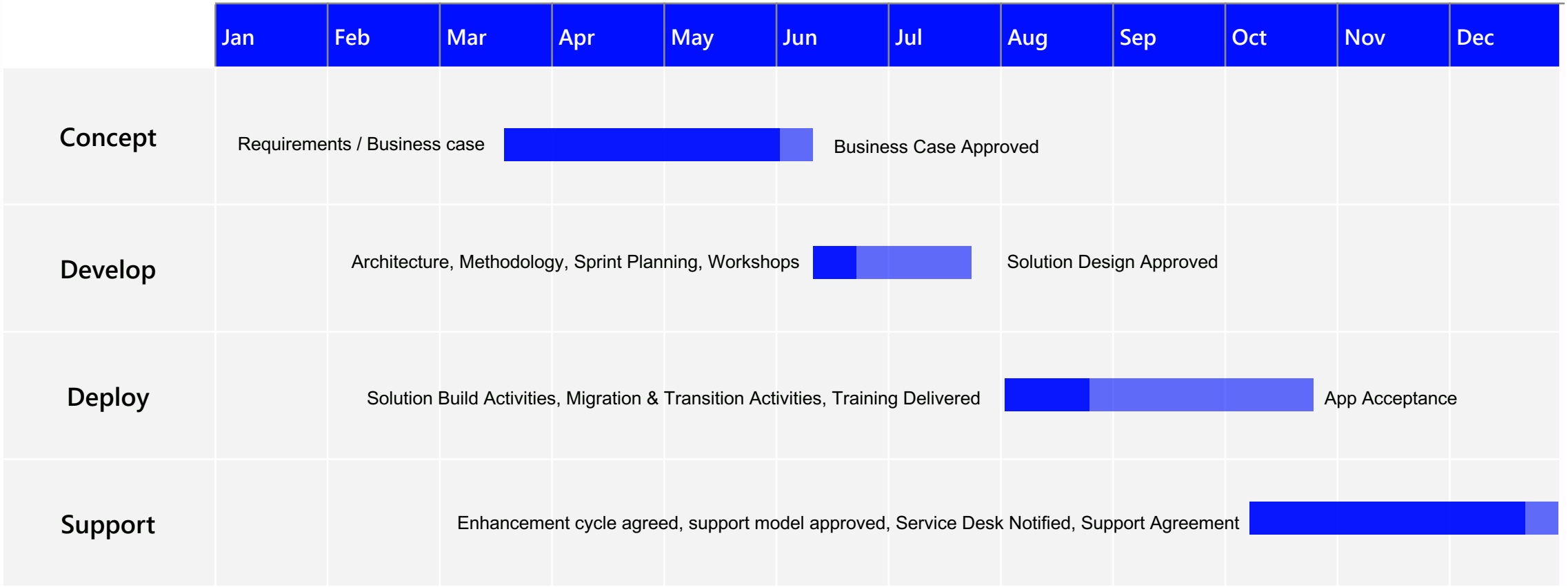
4. Support

- Training video's loaded
- User FAQ's loaded
- Support model shared
- Enhancement model shared
- Lessons Learned
- PIR Review
- Hand Over to IT
- Showcase to Executives
- Benefits realised

Project delivery stages

Project Governance

3. Roadmap

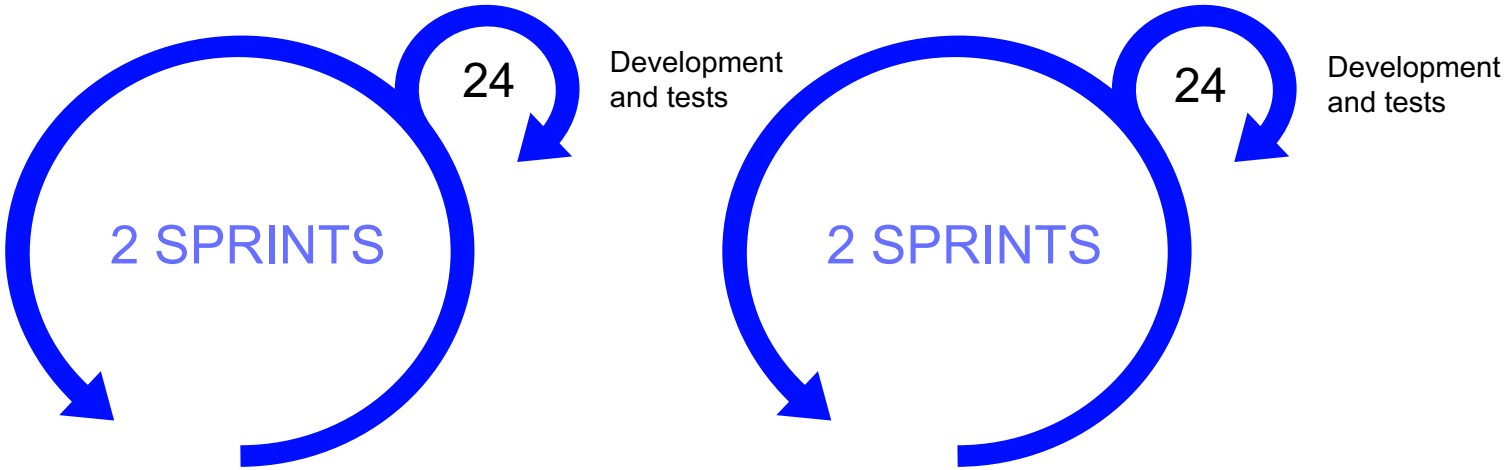


Communicate your timelines with your end users and community..

4. Governance

Rapid Agile Delivery

- ✓ User stories
- ✓ Traceability
- ✓ Requirements
- ✓ Releases
- ✓ Sprint Planning
- ✓ Roles and responsibilities
- ✓ Deployment Dates
- ✓ Testing
- ✓ Build and Deployment
- ✓ Migration activities
- ✓ Transition Planning



RELEASE 1: SHELL DEPLOYMENT

- Design & Architecture
- Development & Testing
- Build & Deployment

RELEASE 2: MIGRATION TRANSITION

- Migration of Data
- Transition Testing
- Administration Hand Over

Don’t have all your requirements defined? maybe you need to deliver through iterations, sprints…

5. Architecture

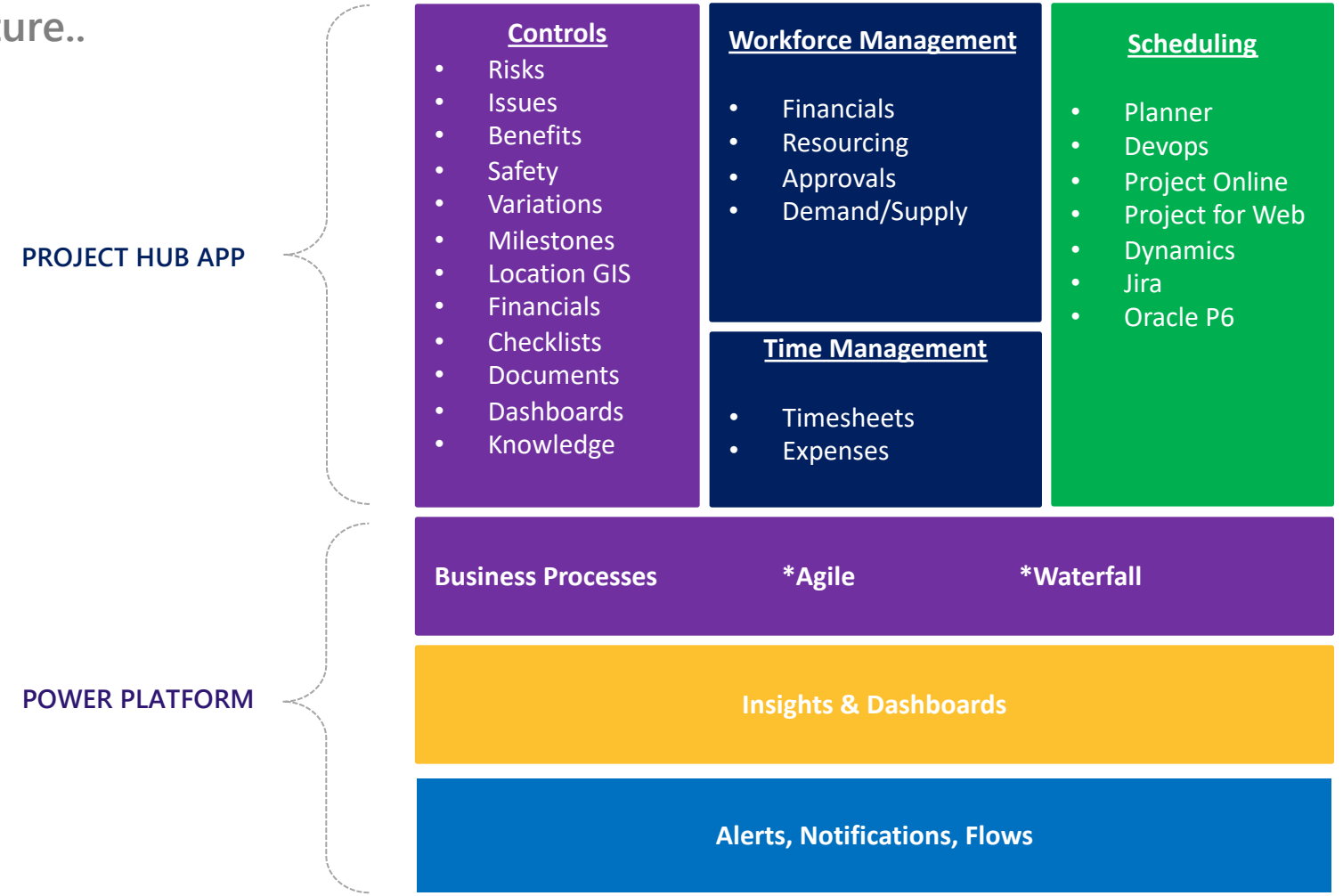
Build a high- level view of the architecture..

Features

Project Hub is a Microsoft Dynamics 365 Power App, that combines the ability to connect to Project, Dynamics, Power BI as well as your favourite apps that you use every day.

Microsoft Licenses Required

Team Member: Power App
Project Manager: Power App + Project
Portfolio Manager: Power App + Power BI



THE FUTURE & ROADMAP IS STRONG

Power Platform

The Power Platform is a leader in both Forrester and Gartner research for low-code development.

As a low-code application the Power Platform continues to gain momentum and trend in 2020, through continuous release cycles.

GET IN TOUCH

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