

Implementation Plan Introduction

The intention for the implementation template is to help schools with their implementation of BCeSIS. The implementation of BCeSIS has an impact on a number of areas of your schools and your schools functions and processes. One of the major lessons learnt through working with schools on their implementation of BCeSIS is that those schools that took the time to adequately plan and assess BCeSIS had a much higher rate of successful implementation. The idea behind the template is that it provides a tool for schools to more formally plan the implementation and are able to work more closely with the iGroup Project Manager in implementing BCeSIS. (i.e. if the iGroup team knows your goals for implementing BCeSIS, we can help you achieve those goals through planning).

The implementation plan is broken down into two sections. The first section is strategic in nature: what does your school want to do with BCeSIS, what are your schools requirements, why are they doing BCeSIS, what is your strategy for providing training and support to staff, and communications. The second section is tactical in nature in that it is the details of how you are achieve your strategy: when is training going to happen, who does somebody go to for help, what communications are going to be sent, etc

Please take the time to work through the plan and if you have any questions please feel free to contact the iGroup Project Manager at anytime. This implementation plan will need to be approved before schools are allowed to go-live with BCeSIS. The format of this approval process will be along the lines of:

1. Your school completes the plan and sends it to the iGroup Project Manager
2. iGroup Project Manager will review the plan and provide feedback, by asking for more details or providing suggestions for enhancements to the plan.
3. Your school's implementation team will then review iGroup Project Manager feedback and provide further feedback
4. This feedback process will continue a number of times until both your school and the iGroup are satisfied with the plan.
5. At this point your school will implement the plan and go-live with BCeSIS.