

ORACLE CHANGE MANAGEMENT JOB IMPACT ANALYSIS



SERVICE OFFERING OBJECTIVES

- Identify the impact of the new system on the organization structure, end user roles, responsibilities, and work requirements
- Adjust job tasks, procedures, and responsibilities to leverage the full capabilities of the new system
- Outline the process to transition people regarding merged tasks, new work procedures, changes in work environment, etc.
- Job Impact analysis tools can also be used for organizations that may be facing massive turnover due to retirements.

When an organization makes a major technological change, it is inevitable that people, the work they do and how they interact, will be affected. Achieving the benefits of improved technology requires that business processes, workflows, as well as people's roles and accountabilities, change. Identifying what those human impacts will be, and planning the most effective ways to help the transition, is critical to implementation success. Leverage Oracle Consulting's proven methods to assess job impacts.

Overview

Using the newly redesigned business processes as input, the Oracle Change Management Job Impact Analysis Service is required to plan for changes to the job and work environments of the new system's end-users. This analysis identifies the impact of the integrated system on the organization structure, end-user roles, responsibilities, and knowledge requirements. It is a gap analysis that identifies current and future states. It highlights who will be the most impacted groups, and how. A strategy will be developed to smoothly transition people, minimizing negative impact to the organizational climate.

The gap analysis will show the required profiles and skill set for new employees. Our powerful tools (UPK and Tutor) can be used to document all processes, tasks, responsibilities and training documentation to keep the information available, retain intellectual property (IP), and align with the client's business practice.

The Oracle Consulting change management consultants are change management specialists trained in Oracle technology and its implementation methodology. These specialists know how and when Oracle clients will react as the change gains momentum. They are veterans of Oracle implementations in addition to being well versed in the best business practices in their respective fields.

Offering Details

In providing the Oracle Change Management Job Impact Analysis Service, Oracle will work with the customer to conduct the following steps:

- **Identify Impacted Employee Groups** – Align the new process and workflow requirements with HR services, management model, and performance rules.
- **Create Data Collection Grid** – Help determine elements to include in the change data collection grid, based on Oracle's experience and best practices.
- **Collect Changes Data** – Facilitate workshops to outline the major changes in tasks and in workflows associated with the implementation.

ORACLE CONSULTING DIFFERENTIATORS

- Oracle Expertise in delivering best practices using standardized methodology, process, tools, and resources
- Breadth of Services for Your Needs to integrate functional, technical, and change management services necessary for optimal user adoption
- Aligned with Your Goals with a cost-effective and comprehensive upgrade solution resulting in project success

RELATED SERVICES

The following Organizational Change Management Services are also available from Oracle Consulting Services:

- Executive Alignment Workshop
- Organizational Readiness Assessment
- Communication Campaign
- Alignment Workshops
- IT Alignment

- **Analyze and Validate Changes Data** – Organize the data to summarize the qualitative and quantitative impacts to people, positions, and organization structures, determining the most significant changes and impacted groups.
- **Determine Impacts on Competencies, Facilities, and Policies** – Review updated job profiles, including reconciliation with hiring criteria.
- **Validate Conclusions** – Validate the accuracy, relevance, feasibility, and acceptability of the job impact conclusions, and determine how to integrate these conclusions with other change management activities.
- **Develop Transition Plan** – Define new parameters for the required modifications to HR practices, competency profiles, management practices, and the future work environment, and secure acceptance.

Major Deliverables

The formal deliverables for the Oracle Change Management Job Impact Analysis usually include:

- **Diagnosis Grid** – validated data on how the groups will be impacted, the number of changes, the locations, and so forth
- **Transition Plan** – actions and processes to transition people and teams regarding new job requirements
- **Training Recommendations** – Identification of pre-training needs

Key Requirements

Oracle Consulting will need to work closely with the relevant VP of HR to assist in the development of the data collection and workshops, and to validate the results derived from the analysis. This individual must have the ability to identify the impact of the integrated system on the organization structure, end user roles, responsibilities, knowledge, and work requirements. The Organizational Change Management project will require dedicated customer executives as the team produces, reviews, and approves the Transition Plan.

Getting Started

Leverage Oracle's methods, tools, and extensive experience with customer implementations across diverse industries and geographies. Tight integration across Consulting, Development, Support, Education, and Global Delivery puts the entire Oracle team behind your success. To learn more, contact your local Oracle Consulting representative at 1-800-633-0615, email ask-oracleconsulting_us@oracle.com, or visit www.oracle.com/consulting.

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