



Spider Impact[®] 30-Day Trial

Action Plan

Plan for a successful implementation

Intrafocus Support

Intrafocus Limited is the European, Middle East and Africa authorised reseller of Spider Impact® from Spider Strategies®.

We have been a reseller partner for more than ten years and successfully helped hundreds of customers plan for, and implement, Spider impact. This 30-day assisted package is **free of charge**.

The Plan – In Brief

- Introductory requirements gathering session
- Build a pilot - KPI and strategy consultancy/training
- Ad-hoc telephone/online support when required
- Presentation and demonstration to stakeholders
- Convert the pilot to a production system (if required)

30-Day Plan – Recommended Agenda

Prior to day 1

Step 1

30-minute online introductory requirements gathering session with Intrafocus

A 30-minute online web session to talk about what you are hoping to achieve with the Spider Impact application

Days 1-5

Step 2

1-hour working session with intrafocus

A one-hour web session designed to help you build a prototype scorecard structure with your data within your Spider Impact trial environment. We will also go over the main features and functionality.

Step 3

Video education – Part 1

This is optional, you will find these videos very useful, but if you would rather set up another session with us, then please call and request a demonstration.

[Logging in and Home Section \(7 Minute Runtime\)](#)

[Creating Scorecards \(17 Minute Runtime\)](#)

[Scoring and Colors \(14 Minute Runtime\)](#)

Optional:

[Building Scorecards via Data Imports \(26 Minute Runtime\)](#)

Days 6-15

Step 4

1-hour working session with intrafocus

A one-hour web session to look at your scorecard and provide advice on format and structure. Followed by help to build dashboards, reports, charts, and briefings. We will end the session with finished briefing.

Step 5 **Video education – Part 2**

This is optional, you will find these videos very useful. Once again, please feel free to contact us at any time for help and guidance as you progress with your build.

[Creating Strategy Maps \(3.5 Minute Runtime\)](#)

[Creating Charts \(14 Minute Runtime\)](#)

[Creating Reports \(11 Minute Runtime\)](#)

[Creating Dashboards \(17 Minute Runtime\)](#)

User guide education

There is a full set of user guides if you prefer to work from documentation

[Spider Impact User Guides](#)

Days 16-25

Step 6 **Continue your build independently**

Continue to build out your system. Keep an eye on your scorecard. At this stage you may be tempted to add too much information. Refer to your reasons for looking at the system in the first place – create additional dashboards, charts, reports and briefings

Step 7 **Ad-hoc working sessions with intrafocus**

If you need any help or have any questions, please do not hesitate to contact us at intrafocus to set up a question/answer online working session. You may just want us to check your progress, we would be happy to do that as well.

Days 26-30

Step 8

1-hour working session with intrafocus

Use this web session to address any implementation or content development questions with our experts. We can also assist you with adding additional users to your trial to allow additional team members to use the solution.

Step 9

Internal presentation to stakeholders

If you do plan to demonstrate your trial prototype to others within your organisation, we would be happy to help you put the finishing touches to your system.

Post-Plan Review

Step 10

Post-plan meeting with intrafocus

If you have any final questions, we can address those to assist in your organization's decision-making process.

And finally...

If you have built a system that you want to continue using, then we can move all your data from the trial system to a production environment.

The ability to transition your trial data and content into your production environment upon your subscription or purchase may present a significant cost saving for your organization.

30-Day Trial – Action Plan in Summary

Free	<p>Four hours training and consultancy <i>Four working sessions with intrafocus structured to enable your success with the application</i></p>
Free	<p>Video guides – to use at your own pace <i>Nine introductory training videos. Learn at your own pace. You also have access to the full set of 22 videos to be used at any time.</i></p>
Free	<p>Ad-hoc sessions with Intrafocus support <i>If you have any questions, you can contact intrafocus at any time and/or set up a short online session</i></p>
Free	<p>Presentation and demonstration to your stakeholders <i>We think you will be able to present yourselves, but if you need our help, we are a phone call away</i></p>
Free	<p>Convert your pilot into a production system <i>All the work done during the 30-day plan can be carried over to a production environment. This is optional, if you want to start again, you can!</i></p>