JDA WMS Implementation Checklist

LONGBOW ADVANTAGE

This checklist will save you time and effort, while helping to ensure you cover all the bases in your WMS implementation or upgrade project.

Implementing a WMS is a complex, multi-phase process. Use the checklist below to keep track of the critical steps in your JDA WMS implementation. It will save you time and effort—and help ensure that you complete all the steps required for implementation success. You can also use this checklist for your WMS upgrade.

This implementation methodology is called ATOM, developed by RedPrairie (now a JDA company) and based on decades of experience implementing supply chain solutions.

CHECKLIST ITEMS

PHASE 1: Assess

In this phase, you need to identify and establish an implementation framework in order to maintain a tight focus. You need to ensure that the overall expectations for the project are clearly established so that they can be understood at all levels of management. Once this initial requirement is completed, the remaining steps in the explore phase can go forward. Key steps include:

- ✓ Develop Project Charter
- ✓ Review Best Practices
- ✓ ROI and budget development and approval
- ✓ Define and secure the Project Team Resources
- ✓ Define an organizational communication plan
- ✓ Establish PMO (Project Management Office)
- ✓ Core team training
- ✓ Secure the hardware and operating system

- ✓ Benefits Realization Plan
- ✓ Requirements gathering
- ✓ Identify implementation end state goals and success factors
- ✓ Develop a detailed Project Plan
- ✓ Define a plan to address Change Management
- ✓ Secure implementation partners – RFP
- ✓ Establish End User Training Plan
- ✓ Confirm Go-Live application version

PHASE 2: Transform

This is the phase of the implementation process when all the steps necessary to deliver the functionality you require are completed. Key steps include:

- ✓ Load and create the application operating environments
- ✓ Technical Solution Architecture

- ✓ Current state process reviews and mapping
- ✓ Future state process reviews and mapping

- ✓ Current state integration mapping
- ✓ Future state integration mapping

- ✓ GUI Forms Definition and Reports
- ✓ Fit-gap analysis and go forward solutions (Integration & WMS)

- ✓ Formulate list of required enhancements and costs
- ✓ Complete POC – Proof of Concept

- ✓ Gather business data to support configuration of new system
- ✓ Set-up and configure out-of-the box WMS

- ✓ Develop and test Integration
- ✓ Develop and test enhancements

- ✓ Testing – Software and Integration
- ✓ System validation and performance testing

PHASE 3: Own

In this phase, you perform final acceptance testing of all procedures, exceptions, outputs, and Go-Live conversions. Key steps include:

- ✓ UAT – User Acceptance Testing
- ✓ Develop Go-Live Checklist

- ✓ End-User Training
- ✓ Go-Live support plan and resources

- ✓ Data Migration Planning and Execution
- ✓ Mock Go-Live

- ✓ Go or No-Go Assessment
- ✓ Data Migration

- ✓ Go-Live

PHASE 4: Measure

The final phase focuses on project results and future steps:

- ✓ Post Go-Live audit
- ✓ Final budget review

- ✓ Transition to help desk and support
- ✓ KPI measurement

About Longbow Advantage

At Longbow Advantage, our goal is to be your best distribution technology option in the industry. We have worked with some of the largest global companies across industry sectors specializing in warehouse and labor management system implementations and take pride in our work, achieving a 2017 Net Promoter Score of 92. With over fifteen years of experience, there aren't too many distribution problems or system challenges we haven't seen—and solved.

Our Services

WMS Implementation
Flexible environment that delivers exactly what you need: simplicity, agility, and results.

LMS Implementation
Optimize your warehouse efficiency to positively impact your growth, profit, and customer experience.

System Integrations
Integrate your new WMS or LMS to ensure effective communications with your host system and specialized applications.

WMS & LMS Upgrades
We know all the challenges and can deliver a seamless transition from your old system to the new.

Hosting
We provide the highest level of service for full hosting capabilities, for both test and production environments.

Technical Expertise
Solutions are not one size fits all. Technical experts allow you to tailor your application to fit your specific business needs.

WMS & LMS Training
Adoption rates for new technology can make or break your investment. We can train your staff to utilize the full potential of your software.

Project Management
We help you anticipate and avoid complications at each point of your project life cycle.

Consulting Services
With a flexible approach, we gauge your current IT infrastructure and needs, improve your overall business efficiency, and mitigate any potential risks.

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