



SELECTING AN ERP SYSTEM

Selecting the right ERP system for your manufacturing business is crucial to a smooth and successful ERP implementation. Follow these steps and find the right ERP system to fit your business.

Find the Gap in Your Process.

Before beginning your search, take the time to analyze your manufacturing company as a whole. In what areas could you improve efficiency and productivity? Identifying areas of weakness will help focus your ERP search.



Cloud or On-Premise?

This decision is dependent on the company's capabilities and budget. Cloud allows the ERP system to be hosted on the vendor's servers. On-Premise requires that you own and maintain servers onsite to host the software.



Create an RFP.

Poll your key players in each department to determine what aspects of an ERP system are absolutely necessary. Create a detailed RFP to send out to vendors on your short list. Then schedule an in-depth on-site demo with vendors who meet your criteria.



Consider Implementation Style

Some ERP vendors can implement in a matter of months, while others can take years. A lean implementation method will ensure that your company is up and running on the new system as soon as possible. Remember, not all vendors implement and train customers the same way. What methods of training will be the most successful for your team? On-site? Over the web? With documentation? Or a mixture of all of the above? Make sure the ERP vendor you choose has an implementation philosophy that will line up with your company's goals.



Customer References.

You're almost ready to make your decision, but first ask the ERP vendor for customer references in a similar industry or geographic location. This is probably the best way to find out what you will be getting on a day to day basis. Is the customer happy? What was the implementation process like? Is the support center responsive?



Create a Search Committee.

Implementing an ERP solution requires company-wide collaboration. Create a reliable ERP Search Committee with key players across all departments – engineering, purchasing, production, shipping, accounting, management, etc.



Do Your Homework.

Whether your company is brand new to ERP or coming from a legacy system, do your research into what ERP systems can offer and what your top priorities are. With so many ERP vendors out there, use introductory demonstrations to weed out the ones that don't meet your criteria. Add the vendors who make the cut to your short list and have them fill out a Request for Proposal (RFP).



Schedule an On-Site Demo.

An on-site demo is an important part of the ERP selection process. Since the ERP vendor-customer relationship is a long-term partnership, it's crucial that both parties meet face-to-face to see if it's a good fit and to ask questions. Not only can the ERP vendor show a more detailed demonstration targeted at the needs of the customer as outlined in the RFP, but he or she can also see the customer's manufacturing process and management style in action.



Review Contracts.

You're narrowing in on a particular ERP vendor. Now it's time to review the contract to make sure it's within your budget before you sign on the dotted line. Important things to consider when reviewing contracts: What's the price per user? If your system will be hosted, what are the hosting fees? How much in maintenance? Make sure you understand the price of training and number of training days as well.



Make Your Decision.

You've done your homework, now time to gather your selection committee and make a decision. Choose the system that has all the functionality you need, is within your budget and feels comfortable to work with.



Follow these steps in selecting an ERP vendor to find the solution that meets all of your functional requirements, is within your budget, and is comfortable to work with. An organized and well-planned ERP search process will ensure a successful implementation process and a long-term partnership.

Could Visibility be the right ERP system for you? Click below to request a demonstration.

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