



**About Technology Evaluation Centers (TEC)**

TEC's approach combines comprehensive research, industry-leading decision support technology, a proven selection methodology, and the expertise of our analysts. We can help you

- Bring objectivity and transparency to the selection process
- Reduce the cost, risk, and duration of your selection project
- Choose the solution that best satisfies your specific business requirements
- Offer rational financial justifications, and provide a clear audit trail



Figure 1. TEC's core competencies

## BPM Express Evaluation and Selection Project

Technology Evaluation Centers (TEC) is the impartial advocate for the enterprise software purchaser. We bridge the gap between you, and the vendor and value-added reseller (VAR) community. For over 15 years, TEC has been helping companies like yours choose the enterprise software solutions that best meet their unique business requirements.

A BPM Express project from TEC can help you choose the best enterprise software solution for your organization—quickly, impartially, and cost-effectively.

### What Is BPM Express?

When faced with a new enterprise software purchase or an upgrade to existing systems, many companies lack the time and resources to get a selection project off the ground.

Before even beginning to consider potential solutions, IT decision makers must understand their organizations' current business processes and identify the most pressing concerns.

TEC's BPM Express projects include a modified business process modeling (BPM) exercise that supports an accelerated evaluation and selection project.

In 6 months or less, a BPM Express project can help your company

- Define and document your as-is business processes
- Translate those processes into a set of prioritized requirements that vendors can understand and respond to accurately
- Evaluate vendors' offerings against those requirements to determine **what** each vendor supports and **how** they support it
- Select the best enterprise software solution for your organization

### The BPM Express Difference

Unlike traditional business process modeling, BPM Express requires that you collect only as much information as you need to make a well-informed software selection. And BPM express takes considerably less time than a conventional selection project. With BPM Express, you will

- Gain a clear understanding of your business requirements—in your own words
- Establish executive buy-in sooner, achieve consensus among the key project stakeholders, and avoid miscommunication
- Compile a comprehensive requirement set—based on your as-is business practices—in a language vendors can understand
- Prioritize your requirements to model an ideal solution to your ideal business practices
- Leverage TEC's experience and vendors' best practices to optimize your business processes
- Reduce the cost and duration of the implementation process

**The result:** You save time and money without sacrificing the information you need to make the right decision.

## The BPM Express Process

BPM Express is designed to help you select the right software solution quickly and with minimal impact on your day-to-day business operations. From kickoff to completion, the process normally takes less than 6 months.

Key steps include

### Reviewing your internal documentation.

From organizational charts to existing process documents, your internal documentation gives us an idea of how your business works.

### Interviewing experts and stake holders.

Short, detailed interviews with executives, key stakeholders, and subject matter experts (SMEs)—conducted on-site or remotely—help set priorities and define your unique business processes.

### Documenting your business processes.

Based on our interviews and your internal documentation, we create a detailed list of your as-is business processes and sub-processes, in language your stakeholders and SMEs understand.

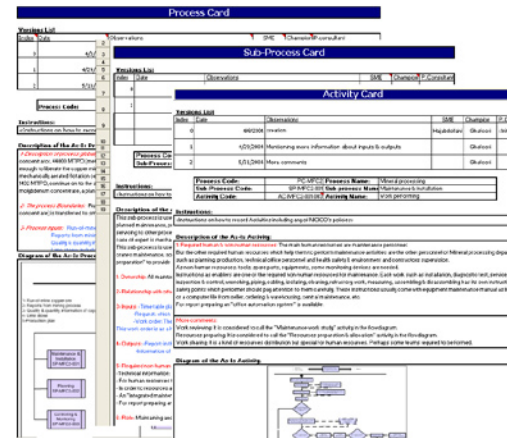
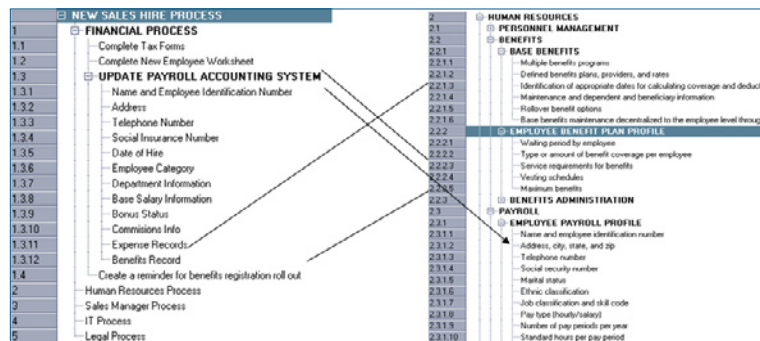


Figure 2. Business process cards are used to capture all of the detail required for software selection.

**Mapping your business processes.** We map your business processes to a standardized enterprise software feature/function model—translating them into standard industry language that vendors understand.



Process Model: You understand this.

Feature/Function Model: Vendors understand this.

Figure 3. Translating your business processes into standard industry language that vendors understand.

**Generating your unique requirements.** Using the vendor-friendly feature/function model, we generate a list of requirements that vendors can understand and respond to accurately—so you know who can deliver what you need.

**Developing demo scripts.** As you collect responses from vendors, we'll provide detailed guidelines for developing demo scripts that you can use to grade short-listed vendors on a common curve.

The eBestMatch decision support engine makes it easy to accurately compare functional and technical criteria for over 1,000 software solutions listed in our database.

Using eBestMatch, you can

- Define your unique business requirements, and see how different solutions measure up
- Display the results in interactive graphs and charts
- Find the best software solutions for your company

**Final evaluation and selection.** Using our eBestMatch decision support engine, we'll compare the capabilities of the vendors on your shortlist—including how well they performed in their demos—to your requirements, so you can choose the best solution for your organization.

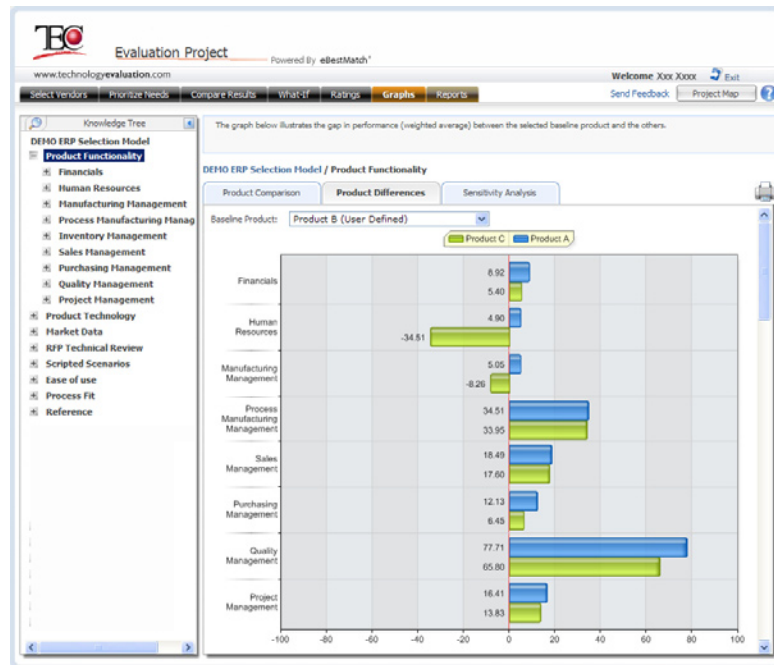


Figure 4. eBestMatch lets you accurately compare the vendors on your shortlist.

## Find Out More—Contact TEC Today

Before starting your next software selection project, talk to TEC about BPM Express. To talk to one of our experts, call +1 514-954-3665, ext. 404, or e-mail [selectionservices@tec-centers.com](mailto:selectionservices@tec-centers.com)

### Contact Information

**Corporate Headquarters**  
 Technology Evaluation Centers  
 740 St. Maurice, 4th Floor  
 Montreal, Quebec  
 Canada, H3C 1L5

Phone: +1 514-954-3665, ext. 404  
 Toll free: 1-800-496-1303  
 Fax: +1 514-954-9739  
 E-mail: [selectionservices@tec-centers.com](mailto:selectionservices@tec-centers.com)

[www.technologyevaluation.com](http://www.technologyevaluation.com)