



Estimation for Transition

During transitions like new process implementation, effort estimation enables effective capacity planning.

Steps for estimations during transition:

(1) Understand projected volumes based on deal scope

(2) Define specialties needed and skills profile

(3) Analyze time requirements:

- Process analysis and benchmarks
- Pilots and simulations
- Time and motion studies

(4) Model capacity requirements:

- Volume projections x Time per transaction
- Account for contingencies and ramp up pace

(5) Develop plans:

- Phasing of team onboarding
- Ramp up milestones and KPIs
- Training requirements
- Risk identification and mitigation

Benefits:

- Ensures readiness by project start
- Informs workforce planning and hiring
- Facilitates budgeting and tech sizing
- Enables agility in scaling capacity

Robust estimation during transition results in seamless activation. This minimizes disruptions in service quality and productivity during go-live.