



Circle Up Weekly

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- **Infographic:** Your Roadmap to Buy Business Software
- **Featured Article:** The Wrong Software Is Worse Than No Software: Tips for Choosing Well
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Note from our Co-Founder

Decision making can be stressful. Even small, inconsequential decisions such as, "what are we having for dinner," can bring about levels of stress. Other decisions are stressful because they come with high stakes or consequences. A software decision falls into that second category. Why? Because of the extent of the expense that incurs when it goes wrong. That doesn't mean you should never make a change; it just means you should choose wisely.

Keeping your long-term goals in mind is one way to ensure you're on the right path to success. Never lose sight of the original problem that brought you to making the decision to change. One more key component to making a successful decision is to lean on experts and gather support from those you trust – just as you would reach out to a friend to ask where you can find the best restaurant in town to fix your dinner craving.

Cheers to your success!

Laura Kennedy

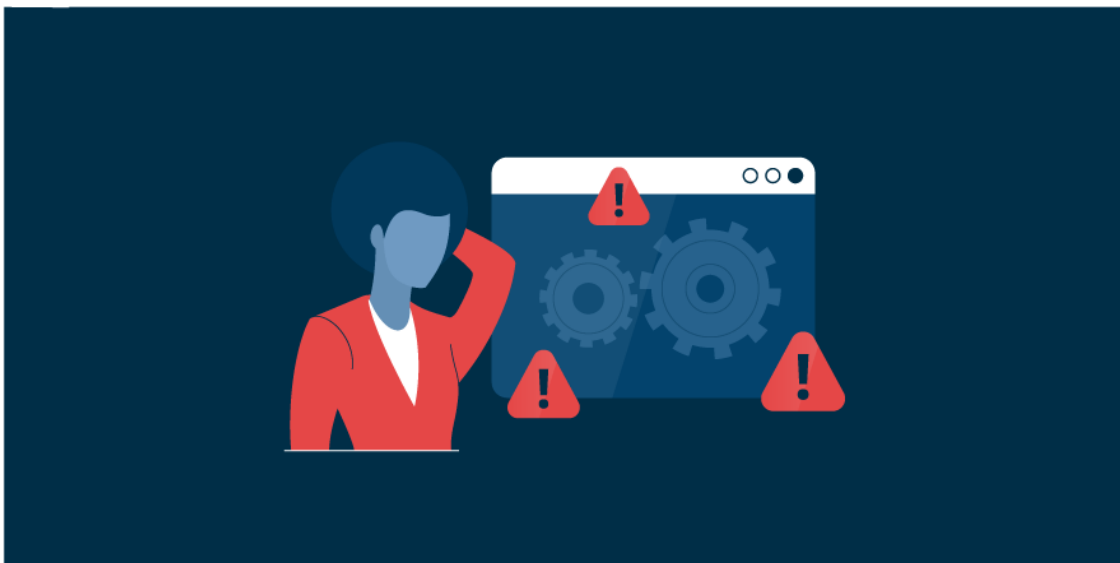
Co-Founder



Featured Article

The Wrong Software is Worse Than No Software: Tips for Choosing Well

- Capterra

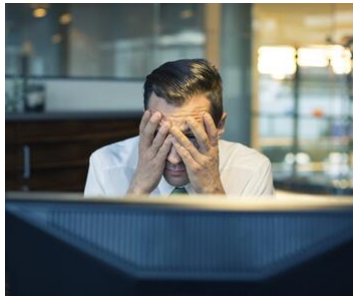


"After months of endless meetings, research, and demos, you and your team have finally narrowed down the possibilities for your company's new software system to just a handful of options. All that

remains is to make a decision and finalize your purchase. This is the easy part of the process, right?"

[Read More](#)

Fresh Updates



6 Ways the Wrong Software Vendor Can Cost You

"Selecting the right software vendor can be a challenging task. The right software can help streamline your projects, keep your workforce safer, lower your negative environmental impact and empower your organization. On the other hand, the wrong software can..."

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Switching Software Doesn't Solve Problems – Laura Kennedy, CMG Co-Founder

"The purpose of having practice management software or a document management system in a government agency or law

firm is to streamline the workflow, reduce expenses, and lower risk. Yet when problems arise within the agency or the firm, workers are often quick to blame the technology."

[Read More](#)

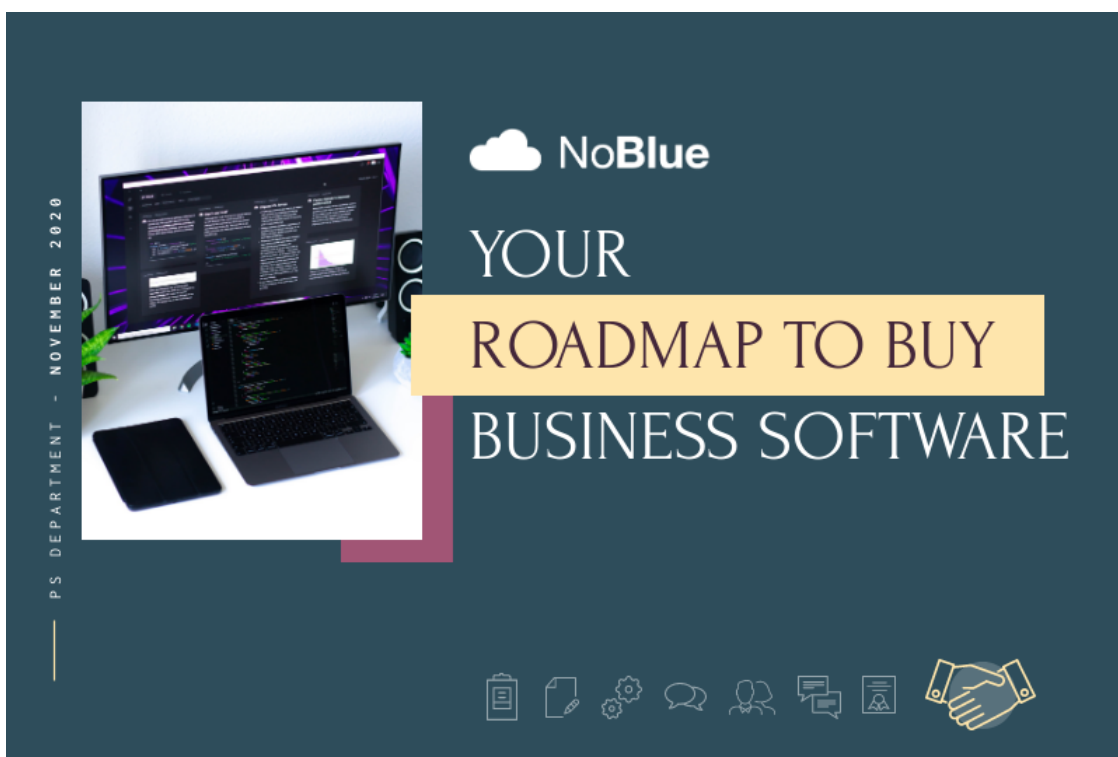


What's the True Cost of Implementing Technology - Laura Kennedy, CMG Co-Founder

"The true cost of implementing technology is difficult to measure because it can be impacted by factors we don't often consider."

[Read More](#)

[Infographic](#)

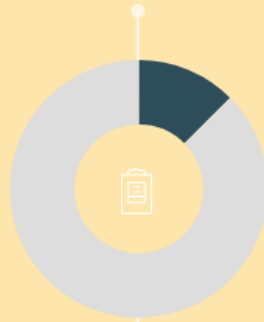


INTRODUCTION

Companies need accurate, consistent, real-time data to give them the advantage necessary to beat the competition and ensure they grow and develop. A key component in achieving this central source of dependable, actionable data is an ERP system. Here are the steps you should take if you decide to buy an ERP system.

Learn what you should evaluate.

STEP 01

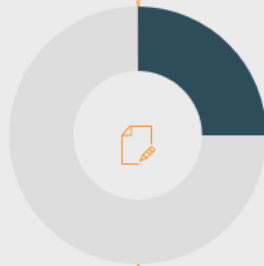


RECOGNISE NEED

Set up your goals. Identify an opportunity for growth that can be done by software. Also, tedious, cumbersome processes that can be automated. Decide who should be involved, your goals and time frames to ultimately ensuring a successful implementation.



STEP 02

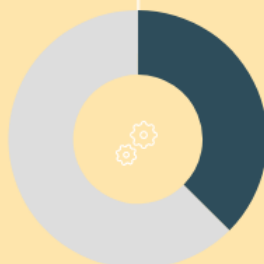


SCOPE REQUIREMENTS

Decide which functionality you want to incorporate in your new system. This can start at a high level and drill down as you go. Building an RFI (Request for Information) can help suppliers offer the best solution to meet your needs.



STEP 03



EDUCATE YOURSELF

Read how other companies like yours use software, use educational resources - vendor and industry websites, online forums, tradeshow, customer interviews or case studies-, research features and understand costs

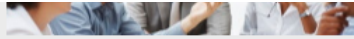


STEP 04



EVALUATE POTENTIAL SUPPLIERS

Beyond the software, it's important to evaluate suppliers too. You will want to consider costs for implementation and customisation, as well as how well suppliers can service other needs, such as technical support and training.



STEP 05



CHOOSE YOUR SUPPLIER

Narrow shortlist, schedule demos and include end-users in them. How the salesperson treats you is a great indicator.



STEP 06



REFERENCE CHECK

Check references, testimonials and case studies to ensure the suitability of a supplier.



STEP 07



THE OFFER

Consider: implementation times; customised to your needs; supplier experience; ease of use and training and support needed; platform's flexibility; updates and maintenance required; integrations available; and finally costs for implementation, annual licences or subscriptions, training and maintenance.



STEP 08



BUILD BUSINESS

Analyse how a new system will benefit your company.





CASE

Cost-benefit analyses and ROI projections help you build a business case. Examine how well and quickly problems can be addressed by a new system. Sometimes you will immediately see a return but other benefits might only be seen in the longer term.



GET STARTED TODAY

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Solution Spotlight



Vendor-Agnostic Technology Consultant

Meet with your trusted CMG consultant and let us help you ensure you're on the right path to success!

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