

# A.D.A.M. (Assess, Develop, Adapt, Maintain)

Full lifecycle process management for Business Automation using RPA toolset.



## How The A.D.A.M (Assess, Develop, Adapt, Maintain) RPA Approach Can Help Your Organization

Our A.D.A.M offering is designed to help your organization understand the impact of RPA and how it is implemented. Apps Associates works with you to review your current existing processes including documentation. We help identify business process opportunities for automation. Suggestions are made for RPA implementation with a high level project plan and rollout including an ROI analysis.

At Apps Associates, our RPA Service offering can be categorized into four phases. They include Assess, Develop, Adapt, Maintain (A.D.A.M). We offer each offering separately or in conjunction with others.



### Assess:

This is a quick and efficient review of your processes where we work directly with your team to assess which processes are ideal candidates for RPA. It includes:

- Documentation of Existing Processes
- Assessment of Opportunities for Automation
- Roadmap for RPA Implementation
- High Level Project Plan with Controlled Rollout
- ROI Analysis

### Develop:

Once the selection of the process(es) has been made, we set up the environment and solution to develop your bot(s) to support automation. Two test cycles are suggested (SIT and UAT) to ensure sufficient testing prior to production rollout. Our deliverables include:

- Solution Design Document (SDD)
- Bot(s)
- Test Case Result Recordings
- Deployment Document

## Adapt:

To ensure user adoption we help you understand the impact of introducing RPA. We focus on two main areas: Change Impact Analysis and Change Impact Resolution. In Change Impact Analysis we look at the organization readiness, determine if there is fear of change as well as evaluate change resistance and fatigue. In Change Impact Resolution, we work hand in hand with you and your team to create learning aids and training materials that help demonstrate the ease of use, the process improvement advantages and how users can leverage time saved. Deliverables include:

- Video of Improved Process
- Training Material



## Maintain:

The last step is maintenance. After Apps deploys your automated bot(s) and ensures business continuity, Apps Associates can maintain your automation environment with Hypercare support, 24x7 maintenance and monitoring as well as provide rapid resolution of issues and queries via our service request system or yours.

## RPA Benefits:

RPA is a path to streamline an array of routine business tasks. When your organization utilizes RPA for high volume, stable, repeatable tasks that have specific inputs and outputs, your organization can reap solid ROI. Organizations like RPA because it can help them improve productivity across a wide range of constituents including users, customers and employees. With RPA you can build flexibility, agility, adaptability and cost efficiency into your processes. In addition, it provides your organization the ability to scale and even improve service levels and frees your employees to work on higher impact activities. Tangible benefits include:

- Avoiding human errors and reducing human efforts
- Saving time and improving productivity, accuracy and consistency
- Enhancing business analytics and allowing for easy standardization of workflows
- Providing a frictionless delivery of tasks
- Completing their audit trail for compliance purpose
- Reducing costs

## What processes are best suited for RPA?

**Rule Based Process:** Rule-based processes are those where a series of simple “If...then” logic can be applied without involving any human decision.

**Stable Process:** Processes which have been performed in the same way for a period not less than 6 months. Also, no frequent changes are expected in the process in the near future.

**Standard Inputs:** Standard inputs are the ones where the system knows where to get it from. For example, a document with data stored in a predefined format, unlike hand written documents or images.

**Repetitive Manual Process:** Its ideal to select repetitive manual process for automation to gain FTE reduction cost benefit. Every day a user performs a series of tasks in the system that are tedious and not require any human decision making.

**High Volume:** Processes that have a large volume of records/transactions enable a better return on investment for automation.

## About Apps Associates

Apps Associates is an enterprise application services leader with a customer-first focus.

Apps Associates has more than two decades of experience helping organizations innovate through digital transformation initiatives. Customers such as Brooks Automation, Hologic Inc., Edwards Vacuum, and Take Two Interactive Software turn to Apps Associates for strategic counsel, system integration and the services required to solve their most complex business challenges - utilizing experience in analytics, application modernization, process automation, digital systems, technology and operations.

To learn more about how Apps Associates can help you align your business with the right technology, visit: [www.appsassociates.com](http://www.appsassociates.com), or follow Apps Associates on social media on [Twitter](#) and [LinkedIn](#).

### Our Strategic Partners

