

SMALL BUSINESS SYSTEMS DEVELOPMENT CYCLE

- **PHASE 1 (*Planning*)** – Identify Problems And opportunities.
Focus on the root problem rather than the symptom. Examine the business problems the new system is expected to solve along with strategic opportunities it can exploit.
- **PHASE 2 (*Analysis*)** – Analyze And Document The Current Work System.
Define the decisions associated with the current workflow. Identify missing elements and decide how work could flow differently.
- **PHASE 3 (*Design*)** – Define Information, Processing, And Personnel Requirements.
Determine if a new system will provide new information or allow information to be handled differently. Consider who will use and support the system.
- **PHASE 4 (*Implementation*)** – Acquire, Develop, Test, And Implement The System.
Research vendor's survivability. Determine whether the system will work within your organizational structure. Plan a smooth implementation.
- **PHASE 5 (*Maintenance*)** – Evaluate The System.
Evaluate whether the new system solves the problem. Look at what went right, what went wrong, and whether the acquisition will serve your company over the long haul.

