



FAST Planner for IT™ Sample Screenshots and Reports

For seven years, *FAST Planner's* design team worked with IT/IS professionals while they prepared their proposals and budget estimates. Some used off-the-shelf packages; others used homegrown spreadsheets. None were particularly happy with the available tools.

Here is their "wish list" for planning/estimating software:

| IT/IS Professional's "Wish List" | FAST Planner for IT™ |
|---|-----------------------------|
| • I want to enter some key information and get a well-organized and immediately usable result; then I can add more information when I get it. | ✓ |
| • No elaborate preparation...we can't spend days gathering data. | ✓ |
| • Our users should be able to produce small project very quickly, and larger projects in a few hours with normal preparation. | ✓ |
| • Give me a clean user interface that follows standard Windows conventions. | ✓ |
| • Simple and easy-to-follow instructions. | ✓ |
| • No arcane formulas; I want to use it not study it. | ✓ |
| • Plain English, please! | ✓ |
| • Ability to include required hardware and software. | ✓ |
| • I want to do my staff cost estimates by assigning a % of their time to project phases; that's the way I work. | ✓ |
| • Export results into a file format that can be read by project-management software. | ✓ |
| • Able to create useful presentations without having to retype the data. | ✓ |
| • An "executive summary" of cost and time for each project. | ✓ |

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"I want to enter some key information and get a well-organized and immediately usable result; then I can add more when I get it."

Sample screen of Step 1 "Boilerplate"; there are six steps.

- Fill in the blanks with the information you know; skip what you don't.
- Recurring information, e.g., your name, is inserted automatically.

This is Planner's "FAST View"

- With FAST View, you immediately see all key information on screen anytime.
- FAST View is also printable as a single page.

You will see more of the "results" later.

"No elaborate preparation...we can't spend days gathering data."

FAST Planner for IT™:

- Lets you complete your plan and estimate in six easy-to-follow steps (or less)
- Is designed to capture the information you already know or can readily estimate.
- Has pre built reports that are designed to deliver the information decision-makers look for.

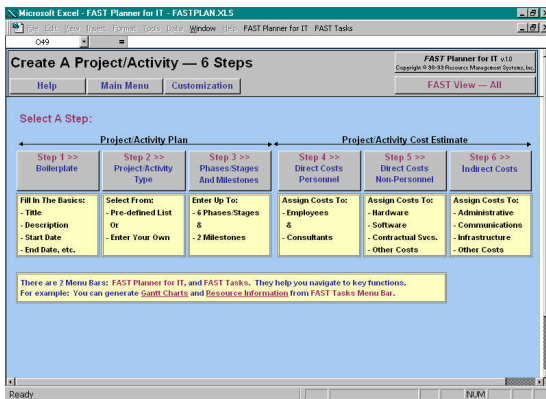


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"Our users should be able to produce small project very quickly, and larger projects in a few hours with normal preparation."

- "Very quickly" for Planner is less than 15 minutes.
- Larger projects with many cost elements (employees, consultants, contracts, licenses, hardware, software, etc.) can be completed in less than an hour.

"Give me a clean user interface that follows standard Windows conventions."



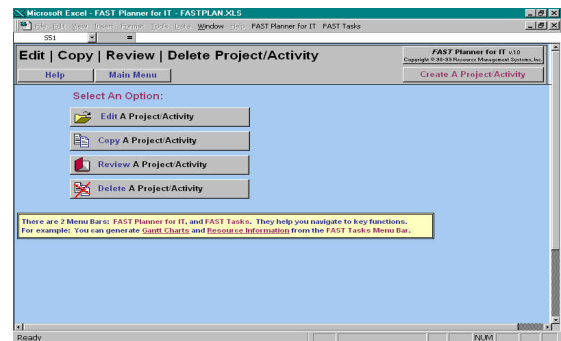
This is a screenshot of the main "Create" screen.

- You can begin with Step 1 and proceed step-by-step.
- Or, go directly to any step.
- You always know exactly where you are in the process.

"Simple and easy-to-follow instructions."

Even a novice user can develop an action plan and cost estimate by following the step-by-step instructions.

- Extensive "Help" facility with examples.
- "Hint" buttons where you need them.
- A comprehensive "User Manual" (.PDF format) written in a language you will understand.



"No arcane formulas; I want to use it not study it."

- No need to learn any formulas.
- All calculations are performed automatically.

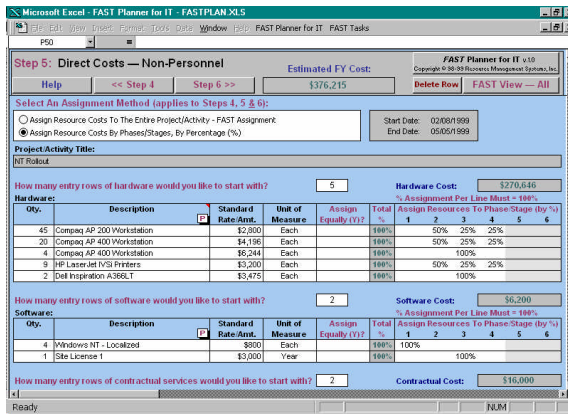


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"Plain English, please!"

- If you understand terms such as: start date, employee, consultant, and contract you already speak FAST Planner's language.
- This is an application designed for non-financial professionals.

"Ability to include required hardware and software."



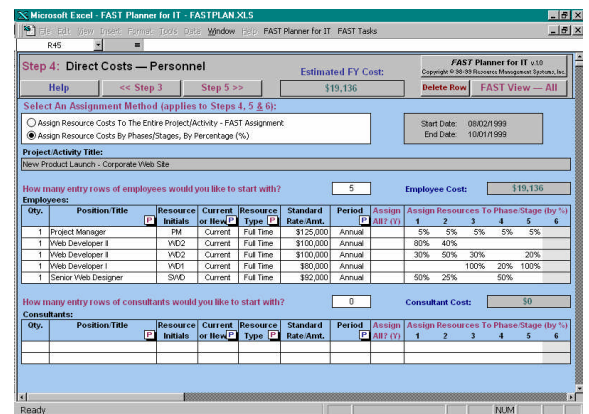
This is Step 5's entry screen.

- Hardware and software requirements are listed here; include up to 20 different types of each, if you need to.
- Customize the "pick lists" for standard items.

I want to do my staff cost estimates by assigning a % of their time to project phases; that's the way I work.

You may choose one of two methods for assigning resources:

- By % by phase (e.g., Tom Jones will work 100% of his time in phase 1 but only 10% in phase 2). Or,
- By "FAST Assign" so you don't need to think about percentage assignments for each resource.

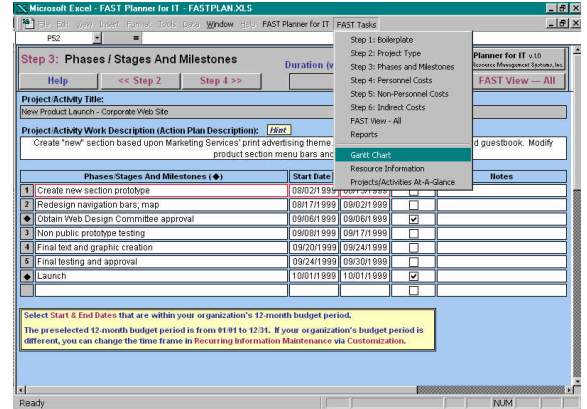


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"Export results into a file format that can be read by project-management software."

If you have MS Project installed, simply click on "Gantt":

- Key data are automatically exported to MS Project.
- Simply save the Project file; that's all there is to it!



"Able to create useful presentations without having to retype the data."

As your data are exported, a Gantt chart is automatically created. Just copy and paste for a report or presentation.

| Task & Phases/Stages/Milestones | Dur. | Start | Finish | Est. FY Cost | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-----------------------------------|------|---------|---------|--------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| NT Rollout | 630 | 2/8/99 | 5/9/99 | \$376,215 | | | | | | | | | | | | |
| Plan Rollout | 3w | 2/8/99 | 2/28/99 | \$115,257 | | | | | | | | | | | | |
| Equipment Delivered | 0.2w | 3/17/99 | 3/17/99 | \$0 | | | | | | | | | | | | |
| Rollout Stage I - Marketing | 1w | 3/22/99 | 3/26/99 | \$66,722 | | | | | | | | | | | | |
| Rollout Stage II - Administration | 2.6w | 3/29/99 | 4/15/99 | \$119,836 | | | | | | | | | | | | |
| Rollout Stage III - Legal | 2.4w | 4/15/99 | 4/30/99 | \$74,542 | | | | | | | | | | | | |
| Rollout Completed | 0.2w | 5/5/99 | 5/5/99 | \$0 | | | | | | | | | | | | |

"An 'executive summary' of cost and time for each project."

Sometimes, you just want a single page that outlines the key facts: work description, schedule, and costs.

| Category | Sub-category | Amount |
|---------------------------------|----------------------|-----------|
| PERSONNEL COSTS | Personnel | \$15,136 |
| | Equipment | |
| | Consultants | |
| | Sub-total Personnel | \$ 15,136 |
| NON-PERSONNEL COSTS | Hardware | |
| | Software | |
| | Contractual Services | |
| | Other | |
| Sub-total Non-Personnel | \$15,136 | |
| TOTAL DIRECT COSTS | | \$15,136 |
| INDIRECT COSTS | | |
| Overhead | | |
| Communications | | |
| Infrastructure | | |
| Other | | |
| Total Indirect Costs | | |
| TOTAL PROJECTIVITY COST FY 1999 | | \$15,136 |

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Sometimes simpler is better!

