

Managing resources efficiently can lower costs, increase output, and provide more visibility.

Innotas Resource Management is often the key driver in the acquisition of an IT Project Portfolio Management (IT PPM) solution. Studies show that IT resources typically spend 70% of their time or more delivering sustaining work or “keeping the lights on” (KTLO) activities. Managing resources efficiently can lower costs, increase output, and provide more accountability to the business by highlighting where resources are deployed. Innotas Resource Management is designed specifically for IT organizations to address several key issues:

- Determining if resource capacity is available to take on additional work
- Providing visibility into where resources are deployed
- Finding the right resource for the right task
- Showing the allocation breakdown of resources by strategic projects and sustaining work

Capacity and Demand

IT leaders often struggle with shifting priorities and increased service requests from the user community, usually without appropriate visibility into workloads or availability of proper resources. The challenge is amplified if a centralized repository for projects or assignments to sustaining work is non-existent.

Innotas Resource Management provides IT organizations with a comprehensive view into both current and future demand against capacity. Available capacity can be defined on a resource by resource basis, or can be set in bulk across a wide range of resources. The user can segment in a variety of ways in order to effectively map to the organization. Demand is defined by noting the type of resource needed, for example business analysts, DBA’s or developers, the timeframe, and the number of hours or full time equivalents, (FTE’s). This data is then aggregated into a Capacity and Demand screen that provides real-time analysis of the gaps between Capacity and Demand.

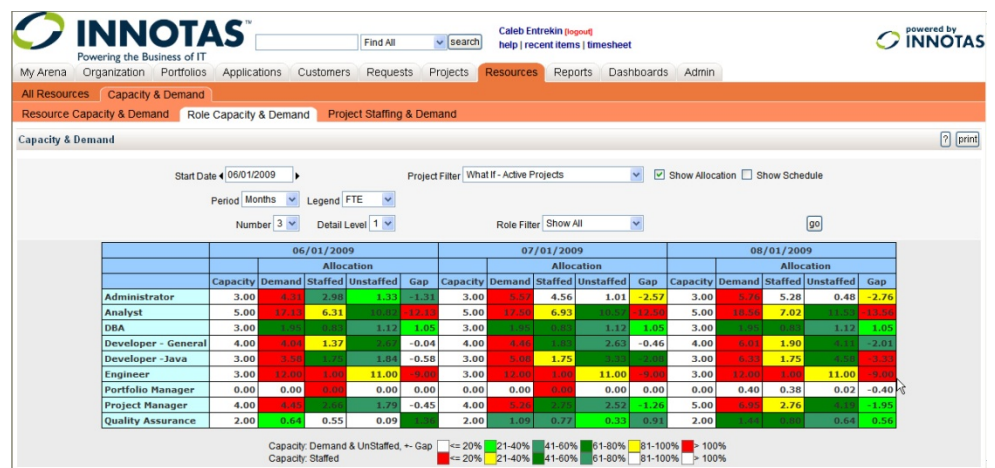


Fig 1: The Capacity and Demand screen shows capacity by role over time, and identifies any gaps between capacity and demand. Drill down capabilities are exposed to view detailed demand from each project, and views to assess availability by resource.

Assignments

Another key challenge for IT leadership is visibility into work load by resource. Unfortunately, this data is usually managed in multiple systems, or in the case of sustaining work perhaps not managed at all. Complications arise because many PPM systems today only provide assignments, and force managers to define detailed task plans for all work before resources can be assigned. This added level of complexity is cumbersome for most organizations and leads to frustration and failed adoption.

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Innotas Resource Management was designed for IT, and provides multiple methods for capturing and viewing resource assignments. The foundation level enables managers to easily assign a resource “Top Down” by adding the resource to a project or a sustaining activity for a certain period and time allotment, without any requirement to create or schedule tasks.

High visibility projects that require more detailed management, project managers can define assignments “Bottom Up” by scheduling one or more resources to tasks in a detailed work breakdown structure.

Finally, for organizations with a centralized resource management function, Innotas Resource Management offers an optional Staffing Request feature that automates and tracks the process of requesting resources and fulfilling those requests.

Finding Resources

In many cases, a project manager is familiar with the type of role or skills necessary for a particular task, but does not know the availability or person who can fulfill that role. Innotas Resource Management includes a “Find” feature that searches for resources based on role, timeframe, skills and, location (the skills matrix is fully configurable). The results of the search show you resource availability and a percentage match based on the criteria selected.

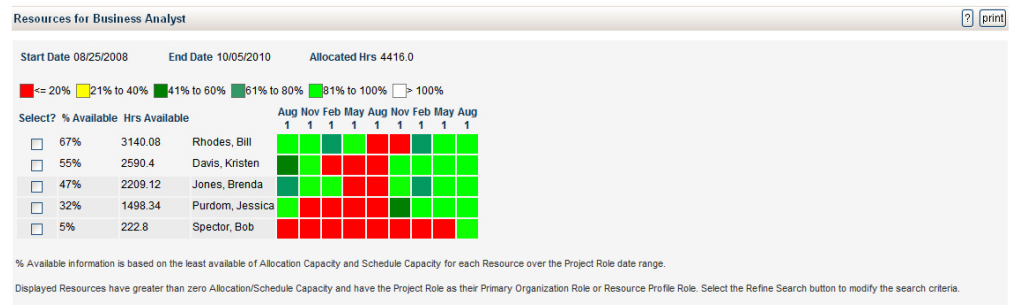


Fig 2: Innotas Resource Management Find feature allows you to quickly identify available resources based on user-specified resource attributes.

Capturing Actual Time

Finally, most IT organizations are asked by the business to provide transparency into how much work is actually performed against differing categories. This accounting of actual time spent is important for IT management to improve forecasting staffing requirements, and charge-backs to business units for services rendered. Innotas provides a robust Time Management module that allows resources to easily enter time against multiple projects and tasks relating to sustaining and strategic work.

Innotas is designed specifically for IT, so it includes rules that simplify the setup for logging time. Often, PPM applications require detailed assignments at the task level before a resource can log time, but for sustaining work activities, planning at this level is rarely done. Innotas allows resources for specific types of work, to simply select that work item and log time against it, even if the resource was not originally assigned to that task. This permits resources to quickly capture time and work on both Projects and sustaining work tasks without forcing detailed work plans.

Key Features of Innotas Resource Management

- Find: search for available resources based on user-specified resource attributes and timeframes
- Staffing requests: manage the process of requesting resources and fulfilling those requests
- Team: define Teams for Projects and/or Applications for quick definition of demand and/or assignments without the need for a task plan
- Resource vs. user: Both Resources and Users can be assigned to tasks or KTLO activities, allowing you to track assignments to resources from vendors, outside contractors, customers, etc.
- Timesheets: capture actual time worked across both projects and KTLO activities
- Capacity and demand: real-time visibility into gaps between capacity and demand by project, role, and/or resource
- Schedules: detail estimates and assignments to tasks to one or more resources
- Skills and roles: separate attributes for roles and skills (both are configurable by the customer)

About Innotas: Innotas provides a ground-breaking on-demand IT Governance solution—an easy-to-use, rapid-to-deploy, and cost-effective way to manage resources and budgets across an IT department’s entire inventory of projects, portfolios, applications, assets, and service requests. With its strong foundation in Project Portfolio Management and Application Portfolio Management, Innotas provides CIOs and IT management with visibility across both strategic initiatives and sustaining operations for improved decision making across the entire IT portfolio.

Innotas

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