



QUICK & EASY GUIDE TO BUYING RM SOFTWARE:

The process doesn't have to be overwhelming or time-consuming.

How much should I budget for requirements management? What's the best way to get buy-in from senior management? How do I get the team fully engaged so the roll-out goes smoothly? Oh, and how do I do all of this while still doing my primary job?

If you're new to buying enterprise software, we understand the process can feel a bit daunting. However, with requirements management, and specifically with Contour, it doesn't have to be.

We can help you champion the implementation of requirements management at your company and this guide outlines the 5-step process to follow that's worked for others.

We've done this process with hundreds of other companies. We'll arm you with the resources needed to get requirements management successfully implemented – without it feeling like you're taking on a second job for months on end. Our personal support is one of the reasons why our customer renewal rate is over 95%. If you need help along the way, let us know.

❖ **Checklist** – finish the process in 30 days or less.

- Define your needs.
- Establish your budget.
- Get management buy-in.
- Get team buy-in.
- Plan the rollout.

67 percent of teams will use or plan to buy requirements collaboration & management software in the next 12 months.

The State of Requirements Management Survey & Report, May 2008

ONE: DEFINE YOUR NEEDS and requirements.

What do you really need? There's a range of things to consider. We've created a guide of the most common needs that companies have in a requirements management solution. You can leverage it as a starting point, or if you prefer, we can document your specific needs through a brief assessment call. For more information, see [Requirements Management Selection Guide](#).

TWO: ESTABLISH your budget.

What's it going to cost? When creating a budget for Contour or any other RM tool, the factors to consider are: (1) How many users will it have? (2) Do you want to manage software internally or have us host it for you? (3) Do you need it to integrate with other tools? For more information, see [Budget Proposal](#).

THREE: GET MANAGEMENT buy-in.

Who is your executive sponsor? Without buy-in from management, this process will go nowhere. The best way to make a case for an enterprise software purchase is to illustrate the return on investment it will provide back to your company. We use a trusted model developed for Better Software magazine by an independent consultant that takes into account the total cost of ownership of RM. On average, the annual cost savings is \$250,000 or greater, with a 5:1 benefit-to-cost ratio. We can share the ROI calculator or [ROI analysis document](#) with you, or we can create a customized document specific to your company.

FOUR: GET TEAM buy-in.

Is your team sold on the idea? The best way to achieve adoption of the tool and get support from your team is to get them involved early on in the trial. In the case of Contour, we can easily expand the free evaluation to include your entire team. In less than a day, we can get your data in the system and give everyone access to experience Contour first-hand. Real-world trial. Greater adoption. Happy team. For more information, see the [expanded trial of Contour](#) with unlimited user & collaborator licenses.

FIVE: PLAN the roll-out.

Now what? There's nothing worse than buying a tool that goes unused. We'll create a roll-out plan with key milestones and a realistic schedule to ensure your implementation goes smoothly. For more information, see the [Roll-out Plan & Best Practices](#) document.

About the Author



John Simpson, Director of Customer Outreach & Marketing

John represents the voice of the customer in Jama's product strategy and communications. He has over 14 years experience working at software and Web technology companies including Microsoft, WebTrends, Omniture and ZAAZ. He has contributed to several books, whitepapers and presentations on marketing and technology.

About Jama Software

Thousands of users worldwide. Billions in R&D projects managed within Contour.

Jama Software is the leader in collaborative requirements management solutions for improving enterprise collaboration and managing complex software development projects. Its Web application, Jama Contour, helps organizations manage the entire requirements management lifecycle through an intuitive, easy-to-use interface that brings people, process and data together to ensure software quality is delivered as specified.

Customers, from agile start-ups to the largest and most sophisticated technology and IT organizations in the world, turn to Jama to help drive innovation, improve the decision-making process and harness the collective genius of all stakeholders involved in building great software. For more information please visit: <http://www.jamasoftware.com>.