

CAUDIT

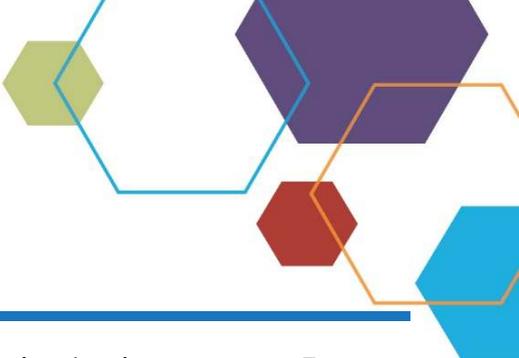
Council of Australasian University Directors of Information Technology

**PROFESSIONAL DEVELOPMENT
SHORT COURSE PROGRAM**

Crafting Successful Business Cases

at Australasian universities
and research organisations





WORKSHOP OVERVIEW

Organisations benefit from having a structured approach to preparing business cases. Even when working within the limits of a fixed template, opportunities exist to better understand what is required when preparing a business case and present a strong case.

Session Topics include:

Opportunity Statement

Develop business cases that talk to the outcomes with measurable benefits. You need to articulate the true problem before you can solve it.

Stakeholders

Engagement, Engagement, Engagement – influencers, decision makers, what are the needs, responsibilities and desired outcomes, and where does the project sponsor fit in to all this? Understand the different players in the game and who your business case is for and why there is value in being punchy, impactful and to the point.

How to find the Value / Return on Investment

In order to sell the project you need to be clear about the value of the outcomes in terms of qualitative benefits, quantitative value e.g., Return on Investment (RoI) and Net Present Value (NPV).

Business analysis / Risks (and mitigation)

Understanding the root cause and the true problem will help identify options to solve it such as defining high-level business requirements to understand the outcome that is required. Find risks to the project success, the risks of not doing the project and how you can identify third party and supply chain risk.

Project deliverables and timelines

Factoring in all components of the project can work well in a spreadsheet but how do you find out what the impact is going to be in the real world and why is this so important?

Budgets, Funding and Recommendations

Understand how your organisation's budgets are structured, managed and set along with the differences between capital and operational budgets. Where funds can be sourced from will help in your planning when looking at what should be included in your budget and also cost of delaying or not going ahead and how these might shape your recommendations.

The living Business Case and Benefits Realisation

Once the business case is approved doesn't mean it goes onto the shelf. Explore how to use the document to benchmark against itself and undertake project variances for the life of the project and why revisiting and reporting on the success of the project is a valuable tool.

Your business case feedback

Participants are encouraged to bring their own business cases that are in development or have been rejected and receive constructive practical feedback on how it can be enhanced.

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