

LETS DO THIS!



# JOINING THE POWERCODE FAMILY

## SCOPE MEETING

- Discuss billing behaviors
- Review/plan CSV data
- Begin billing relationship

## SERVER SETUP

- Build CentOS 6 server
- Grant us access

## BASIC CONFIG MEETING

- Set system info
- Add users
- Add subnets to dummy BMU
- Add services
- Review system emails

## DATA VALIDATION

- Review submitted data
- Review all system info

## MIDWAY MEETING

- Concerns with data
- Billing vendor status
- Test import expectations

## FINAL DATA

- Clean and prepare data as discussed

## IMPORT

- We import your data

## FINALIZATION MEETING

- Review import
- Confirm billing setup
- Set expectations for test billing

## TEST BILLING

- Run test billing

## CONFIRMATION MEETING

- Make sure everything is as expected

## (TRAINING)

## VIDEO PREP

- Watch assigned videos

## FIRST TRAINING

- Answer initial questions
- Cover major tasks

## HANDS-ON LEARNING

- Time for users to use and come up with questions

## SECOND TRAINING

- Answer new questions
- Cover daily tasks

## GO LIVE!

## NETWORK

- Confirm all is configured
- sync data to router
- Agree to service window and cut-over

## BILLING

- Verify starting account balances
- Manual bill first time
- Schedule next active bill day

## WRAP UP MEETING

- Confirm all is well
- Any additional training