

## **Flash Research Assignment: SharePoint**

You are the CTA of a small but rapidly growing consulting firm that specializes in IT project management. You have a team of 10 PMPs who are currently billing out 75% of their time (1,500 hour/year out of a 2,000 hour work year) at an average rate of \$175 per hour. Business is good and you actually have a considerable backlog of work.

Your PMPs spend a lot of time struggling with the management of documents related to their projects. From sharing documents with the client and each other to managing multiple versions of the same document, your PMPs are spending a lot of time managing documents and not creating value for your clients. You do not bill you clients for this time! You believe that an investment in SharePoint will increase the productivity of your team of PMPs and enable them to increase their billable hours by 400 hours per year (each PMP will bill out another 400 hours per year) which will enable you to just about eliminate your backlog of work and increase your revenue.

One of your PMPs is actually also an expert in SharePoint. He has worked up an estimate of \$100,000 for the purchasing of hardware and software plus an additional 18% for annual hardware/software maintenance. In addition, this person will need to spend 10% of their 1900 billable hours administering and supporting this system and will not be able to generate revenue as a PMP for this portion of their time.

Prepare a paper for the CIO which describes this technology and describes the business case for making investments in this technology. This organization always looks at investments over a 3-year period.

The maximum length of the body of this paper is 1 page. Additional pages may be used for optional diagrams and required references.

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Flash Research Paper #3: SharePoint

Our organization will come across a \$1.8 million increase in revenue over the next three years if we start using Microsoft SharePoint. SharePoint is a business collaborative platform that allows individuals to easily create and manage their own websites. If we take advantage of this collaborative technology, then our organization will save time and money.

SharePoint simplifies how individuals find and share information across the organization by consolidating all of our websites on to one online platform. This consolidation allows our organization to customize applications to fit project needs and easily stay connected with project lifecycles. SharePoint also keeps all organization information and our documents safe within our organization; no outside user will be able to access our information. In addition SharePoint allows our PMP's to increase their billable hours by 20% due to an increase of 400 billable hours.

If our organization takes advantage of Microsoft SharePoint, we will benefit from \$700,000 a year. However, this does not include the cost of initial purchase and maintenance of hardware/software. These costs can be found from the tables below. Fortunately, our organization will face a three year net benefit of over \$1.8 million. These savings are a direct result of less time spent managing documents and more time spent creating value for the organization.

	Number of PMP's	Amount of Billable Hours/Year	PMP Average Rate of Pay	Revenue
Without SharePoint	10	1500	\$175.00	\$2,625,000.00
With SharePoint	10	1900	\$175.00	\$3,325,000.00
			Benefit	\$700,000.00

SharePoint	Costs
Hardware/Software	\$100,000.00
Maintenance/Year	\$18,000.00
Support/Year*	\$33,250.00
	*(1% of Annual Rev.)*

	Year One	Year Two	Year Three	Three Year Total
Without SharePoint	\$2,625,000.00	\$2,625,000.00	\$2,625,000.00	\$7,875,000.00
With SharePoint	\$3,173,750.00	\$3,273,750.00	\$3,273,750.00	\$9,721,250.00
			Three Year Net Benefit	\$1,846,250.00

### Works Cited

“What Is SharePoint?” *Microsoft Office*. N.P., n.d. Web. 9 Mar. 2015. <<https://support.office.com/en-us/article/What-is-SharePoint-97b915e6-651b-43b2-827d-fb25777f446f>>.

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