1. YOU HAVE AN IDEA
Describe the problem you want to solve. Help us understand the background and context of the situation.

2. PARTNER TO BUILD A BUSINESS CASE
We’ll partner with you to identify potential solutions. This is a great time to begin sharing the idea and presenting at various committees to build consensus and awareness.

3. WHAT WILL IT TAKE?
Once we identify a solution, HITS will take a deeper dive into effort estimates. We’ll document the technical and security requirements, estimate costs and labor efforts, and validate the work internally.

4. CAN WE MOVE FORWARD?
Together, we’ll ensure funding is secured, resources are committed, and all appropriate endorsements are complete before starting the work.

5. LET’S DO THIS!
Once we begin the project, you can expect a detailed project charter and regular status updates from us. If issues arise, we’ll work with you to resolve them.

6. ALL SYSTEMS GO
After we build the technical solution, we do a check-in with both internal and external constituents to ensure everyone is prepared and ready to support the launch.

7. CAN WE SIGN OFF?
Before closing the project, we do a final check-in across HITS to ensure all internal expectations are met and there are no unresolved issues.