


WEBINAR SERIES PRESENTED BY KTS

# How to Take the Pain out of Annual Planning

*A Webinar for IT and  
Facilities Management*



**KTS**



**Could  
you use  
some  
help?**

## **Plan: A 4-Letter Word**

- ▶ Is your department represented?
- ▶ The challenge of competing priorities
- ▶ Scoping, sizing, estimating, phasing...

# Planning Webinar Overview:

## 3 Parts

*The goal is to  
remove the  
pain and be  
part of the  
plan!*

A Brief Introduction to KTS

3 Common Scenarios

Solutions for a Better Plan



# A Brief Introduction to KTS

781-438-3400  
[www.kts-inc.com](http://www.kts-inc.com)

# KTS

- ▶ Headquarters in Stoneham, MA
- ▶ 35+ years in business

- ▶ Work with wide variety of sectors including Education and Healthcare

**Save time and money when KTS is involved early in the planning process.**

- ▶ Clients throughout New England
- ▶ National clients across U.S.

- ▶ Experts in **network infrastructure, indoor cellular BDAs, wireless networks, security and A/V solutions**



# KTS – Our Areas of Expertise



# KTS – Our Areas of Expertise



**PLANNING**



COMMUNICATIONS  
INFRASTRUCTURE



WIRELESS  
NETWORKS

**3**

# Scenarios that Undermine the Planning Process



# 1

SCENARIO:

## You're Not Invited

### Result:

- ▶ Critical elements missing
- ▶ Quantities inaccurate
- ▶ Bottom line: change orders and higher costs



# 2

SCENARIO:

## You're an Afterthought

- ▶ 11th hour of the planning process...
- ▶ Two possible outcomes - both negative



# 3

SCENARIO:

## You Have NO Bandwidth

- ▶ You were included in the process...
- ▶ But you can't get to the meetings



# Sound Familiar?







# Making the Plan Work for You



Improve  
the  
Process;  
Improve  
the Plan



# Decisions Made in the Planning Process



- ▶ Defining priorities
- ▶ Defining requirements
- ▶ Phasing/Timing
- ▶ Budgets

# Example of Planning Gone Bad

- ▶ Oversights = cost overruns and missed deadlines
- ▶ Whack a mole - reacting
- ▶ Frustration



# How KTS Helps Clients

PLANNING



DESIGN



SERVICE &  
SUPPORT



INSTALLATION



# How can we help you?

## PLANNING

Assessment

Requirements & scoping

Budgetary quotes



# At the planning table





# Make a Plan to Improve the Plan

- ▶ 6 months in advance of fiscal calendar year
- ▶ Meetings with IT and/or Facilities





# KTS

*Your local partner to help you plan*

## Reach out to start the conversation

Set up a **meeting** »

Send us an **email** »

Call us at  
**866-797-0997**  
(ext 103)

## Learn more and stay in touch:

Learn more about **KTS and our capabilities** »

Read a **client example** of effective planning with KTS »

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