Fixed Scope Offering
For
Oracle Taleo Enterprise Edition
Agenda

- Company Profile
- Company Success Stories
- Business Challenges
- Business Objectives
- Solution Proposal
- Oracle Application Cloud Mobile
- Scope—Modules and Functionalities
- Implementation Approach
- Project/Implementation Plan
- Assumptions
- Catalyst Team Structure and Responsibilities
- Project Team Chart
- Customer Responsibilities
- Additional Services
Catalyst Business Solutions is

- Specialized in IT consultancy and outsourcing, Oracle solutions implementation and IT security auditing and implementation.
- An Oracle Platinum Partner; committed to promoting the Oracle products and developing expertise in technical and functional consulting.

**Expertise**

- Business process analysis and design
- Solution implementation based on Oracle Applications and Technology
- System Integration solutions based on Oracle Products
- Business Intelligence solutions
- Services Outsourcing – Administration and Support Oracle Systems 24/7

**The team**

Catalyst IT Solutions has **highly qualified staff with extensive professional experience**. The participation of our specialists in major Oracle projects, offers guaranteed quality services, on time, and with the accuracy required by the beneficiary.

**IT Consultancy Services**

Catalyst IT Solutions provides consulting services and advanced support in the segment of Oracle technologies and applications.

Our Expert Services cover the following areas:

- Auditing and consultancy
- Design
- Installation
- Configuration
- Migration
- Upgrade
- Performance optimization Management and support
## Client Context

- City of Atlanta wanted to transform their business using Integrated Oracle ERP system (25 modules) for all of their 9 key departments: Atlanta Airport, Treasury, Justice, Watershed, Fire, Public Safety, Corrections, Procurement and Recreation.
- The implementation focused on retiring the Mainframe and introducing Accrual accounting Method, ensuring on time revenue recognition and debt minimization through better Collections. This is in addition to introducing various self services for the Citizens and Employees.
- This was the largest Public Sector undertaking in the US.

## Catalyst Approach / Key Success Factors

- Catalyst provided the leadership, domain expertise and the knowhow around Public Sector Financials (esp., AR/GL), Property Management and Collections.
- Catalyst implemented the first-ever Advanced Collections module for any Public Sector in the US.
- Catalyst helped the largest airport in the World to achieve on time revenue recognition through proper integration of Airport management systems and Oracle.
- Catalyst supported the user base in 7 departments and transitioned into a success story.
- Catalyst ensured other departmental ancillary systems can coexist with Oracle in an integrated way.

## Applications, Technologies and Architecture

- The ultimate tool for Catalyst is always the system thinking, technology understanding, management technique and experience around Public Sector Implementations.
- Besides that Catalyst aptly used:
  - Top of the line features around Oracle Apps, technologies and tools
  - Used AIM 2.0 with extensive details
  - Worked closely with the Offshore team
  - Coordinated efforts with Oracle proprietary CEMLI management tools in addition to standard Project Management tools and data conversion tools

## Measurable Final Benefits for the Client

- Making an integrated City wide system available
- Help retire a 18 year old mainframe infrastructure MARS/G.
- Impacted over 2 MM citizens to have access to self service to do business with the City.
- Ensuring up-to-date Finance data that are critical for the City to float Municipal bonds and apply for Federal other grants including Stimulus package.
- Storing data on a central database providing the required business intelligence throughout the City.
Client Context
- Gecamines needed to implement Oracle E-business Suite to replace its old system.
- The scope of the project is: Financials (GL, AP, FA, AR, CE); SCM (PO, INV, OM); EAM; Project costing; Hyperion.
- For some areas like Maintenance and Production, Gecamines didn’t have any specific application.

Catalyst Approach / Key Success Factors
- Implementation of an integrated tool linking Production/SCM/Maintenance to Finance
- Knowledge transfer to key users through Oracle Education standard trainings in Catalyst Dakar and Douala OAEC Centers
- Phased approach
- Active involvement of the management

Applications, Technologies and Architecture

Measurable Final Benefits for the Client
- Improving processing time to do closing on time and to have a better visibility on the activities
- Automation of process manufacturing and maintenance
- Better visibility on product costs
- Better planning, reporting, decision making
- Reducing manual entries and reallocate resource on analysis and more value-added tasks
Challenges for a Better Employee Relationship Management

- Retaining and rewarding the best employees
- Finding employees with the increasingly specialized skills
- Creating smooth and efficient HR processes that ensure a good employee experience
- Creating an employee-centric, service-oriented HR organization
Business Objectives

What Customers need:

- Protecting their investment in Oracle solutions.
- Getting the key benefits of Oracle Taleo Applications.
- Mitigating the risk of upgrading, reimplementation, or coexistence.
- Minimizing disruption to daily operations.
- Keeping employees motivated and challenged.
Use Oracle Taleo Enterprise Cloud Service to hire the best people, align them to corporate objectives, and develop their skills to drive superior business results. Oracle Taleo Enterprise Cloud Service meets the talent management needs of the largest and most demanding enterprises with global consistency and local flexibility.

- Gain strategic talent insights with a single view of talent across all processes.
- Find, hire, and onboard the best talent available.
- Align your people to organizational objectives, measure performance, and follow up with and strengthen your talent.
- Career Planning to help your employees advance and you retain quality talent.
- Succession Planning that allows your company to always be ready to fill needs quickly.
Solution Proposal

Oracle Talent Cloud

- Recruiting and Onboarding
- Learning and Development
- Performance Management
- Engagement and Retention
- Compensation and Rewards
- Talent Review
Oracle Application Cloud Mobile

Taleo Enterprise Edition

There are New Channels to Embrace

Social

Mobile

Big Data
Taleo Enterprise Edition

Social Employees = Gateway to Talent

1 in every 7 humans on earth is an active Facebook user.

Mary Jan
Director of Sales
Current Employer:

Jill Davidson
@Twitter handle

Current Employer:

674 TWEETS
423 FOLLOWING
220 FOLLOWERS
## Scope Modules

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<thead>
<tr>
<th>Module Name</th>
<th>In Scope</th>
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<th></th>
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<tbody>
<tr>
<td>Recruiting</td>
<td>✔️</td>
<td>Performance</td>
<td>×</td>
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<tr>
<td>Onboarding</td>
<td>✔️</td>
<td>Compensation</td>
<td>×</td>
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<tr>
<td>Learning</td>
<td>✔️</td>
<td>Succession Planning</td>
<td>×</td>
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<tr>
<td>Module</td>
<td>Key Features</td>
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<td>---------------------</td>
<td>-----------------------------------------------------------------------------</td>
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</table>
| Taleo Recruiting    | - Anywhere, anytime recruiting  
|                     | - Social sourcing  
|                     | - Reporting and analytics  
|                     | - Screening assessments  
|                     | - Interview and offer management  
|                     | - Employment branding and career site  
|                     | - Precision matching  
|                     | - Applicant tracking and compliance  
|                     | - Proven integration  |
| Taleo Onboarding    | - New Hire portals  
|                     | - Electronic forms  
|                     | - Validated electronic signatures  
|                     | - Provisioning workflows  
|                     | - Correspondence library  
|                     | - Learning plan integration with Taleo Learn  
|                     | - Integration capabilities with other enterprise back-office systems  
<p>|                     | - Reporting and analytics |</p>
<table>
<thead>
<tr>
<th>Module</th>
<th>Key Features</th>
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</thead>
</table>
| Taleo Learn  | 100 percent configurable  
• Competency assessments  
• Credit management  
• Self-registration and password recovery options  
• Audit trail  
• Auto-notifications  
• Management of traditional classroom-based activities  
• Blended learning plans  
• Electronic signatures  
• Rapid content development with WYSIWYG HTML editing tool  
• E-learning-standards–compliant  
• Online survey and assessment builder with question banking  
• Social learning  
• Virtual classroom integration  
• Full ad hoc reporting  
• E-commerce capabilities  
• Content management, including online digital asset management system  
• Certificates |
<table>
<thead>
<tr>
<th>Process in Scope</th>
<th>Description</th>
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</thead>
</table>
| Candidate Communication| ➢ Includes design and configuration prototype to address enhanced communication with candidates via the career site and/or custom correspondence triggers.  
➢ CCA deployment to career sites (maximum of 2 unique configurations)  
➢ Custom Correspondence Configuration (maximum of 12 unique letters) |
| Staffing Agency        | ➢ Includes the design and configuration of the prototype to integrate Staffing Agency sources into an aligned submission and candidate management process that is fully supported in the TEE.  
➢ 1 Agency Portal/Site  
➢ Custom Correspondence Configuration (max of 3 letters) |
| New Hire Processing    | ➢ Includes the design and configuration of the prototype to ensure that post hire data is captured via a dedicated new hire site, that relevant forms automatically populate captured data, and that relevant communication with the new hire is facilitated through the system  
➢ Custom Correspondence Configuration (max 6 letters)  
➢ New Hire Processing Site Configuration w/ New Hire Data Capture Flow  
➢ Forms Configuration  
➢ Personal Data Form  
➢ W4 Form  
➢ I9 Form |
### Scope Functionalities (Recruiting)

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<tr>
<th>Process in Scope</th>
<th>Description</th>
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</table>
| PDF Forms                 | ➢ Includes the design and configuration of the prototype to ensure the integration of paper-based forms with Taleo-system captured data  
                           ➢ 5 custom forms max                                                                                                                                   |
| Professional Process      | ➢ Includes the design and configuration of the prototype to address the requisitioning, sourcing, selection and hiring of Professional hire-type candidates.  
                           ➢ 1 External Career Site  
                           ➢ 1 Internal Career Site (with Employee Referral)  
                           ➢ 1 Candidate Selection Workflow  
                           ➢ Field & Form Adjustments (Requisition, Candidate & Offer).                                                                                       |
| Multilingual Candidate Experience | ➢ Includes collection and configuration of translated content. It is the customer's responsibility to create and validate all translated content in advance of its configuration. The availability of customer translation resources and the volume of translatable content may impact the overall project timeline, which could result in a change order.  
                           ➢ Configuration of 1 career site and related content in 1 additional language:  
                           ➢ field labels  
                           ➢ application flow  
                           ➢ instructional text  
                           ➢ system messages  
                           ➢ correspondence templates |
## Scope Functionalities (Onboarding)

<table>
<thead>
<tr>
<th>Process in Scope</th>
<th>Description</th>
</tr>
</thead>
</table>
| On-board/ Off-board  | - Activity Library  
                        | - Activity Bundles  
                        | - Activity Templates  
                        | - Packets  
                        | - Assigning Packets for Multiple Employees  
                        | - Activity Progress  
                        | - Employee Activity Progress  
                        | - Contact Activity Progress  
                        | - User Activity Progress |
| Employee Website     | - Employee Website Home Page  
                        | - Employee Information  
                        | - Actions Required  
<pre><code>                    | - Employee Website Settings. |
</code></pre>
<table>
<thead>
<tr>
<th>Subscription Service</th>
<th>Included with Subscription Service</th>
<th>Additional Requirements and Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taleo Recruiting Cloud Service</td>
<td>Taleo Recruiting Cloud Service includes: Oracle Taleo Dynamic Approval Routing; Oracle Taleo Resume Parsing; Oracle Taleo Candidate Communication Agent; and Oracle Taleo Conceptual Search.</td>
<td>Each user subscription requires a user subscription of Taleo Platform Cloud Service.</td>
</tr>
<tr>
<td>Taleo Recruiting High Volume Cloud Service</td>
<td>Taleo Recruiting Cloud Service includes: Oracle Taleo Scheduling Center; Oracle Taleo Assessment Platform; Oracle Taleo Assessment Authoring; and Oracle Taleo Contingent.</td>
<td>Each user subscription requires a user subscription of Taleo Platform Cloud Service. Each user subscription requires a user subscription of Taleo Recruiting Cloud Service.</td>
</tr>
<tr>
<td>Taleo Onboarding Cloud Service</td>
<td></td>
<td>Each user subscription requires a user subscription of Taleo Platform Cloud Service. Taleo Onboarding Cloud Service requires as a prerequisite Taleo Recruiting Cloud Service.</td>
</tr>
</tbody>
</table>
### Scope Functionalities

<table>
<thead>
<tr>
<th>Business Process/Features</th>
<th>Features</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Taleo Learn</strong></td>
<td>Review and Setup of Required Control Panel Settings</td>
</tr>
<tr>
<td></td>
<td>Configuration of up to 10 custom fields</td>
</tr>
<tr>
<td></td>
<td>Bulk Import of up to 5000 active users or Review of Self-Registration</td>
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<tr>
<td></td>
<td>Definition of up to 2 groups</td>
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<tr>
<td></td>
<td>Setup of the Supervisor Role; including My Team permissions</td>
</tr>
<tr>
<td></td>
<td>Setup of up to 5 Instructor Led Training items</td>
</tr>
<tr>
<td></td>
<td>Best Practices and Configuration of 5 Virtual Instructor Led Training items</td>
</tr>
<tr>
<td></td>
<td>Setup of up to 1 Web Based Training item based on a file</td>
</tr>
<tr>
<td></td>
<td>Configuration of recommended, pre-defined Course Catalogue</td>
</tr>
<tr>
<td></td>
<td>Population of up to 10 Resources with Resource Manager</td>
</tr>
<tr>
<td></td>
<td>Configuration of up to 1 LearnCenter Training Containers</td>
</tr>
<tr>
<td></td>
<td>Creation of 1 simple and 1 complex survey or assessment</td>
</tr>
<tr>
<td></td>
<td>Mapping of a standard LearnCenter certificate to a training item</td>
</tr>
<tr>
<td></td>
<td>Configuration of External Training for up to 6 Training Types &amp; Permissions for 2 Roles</td>
</tr>
<tr>
<td></td>
<td>Review of Standard LearnCenter Reports</td>
</tr>
<tr>
<td></td>
<td>Best Practices for Reviews &amp; Ratings Setup</td>
</tr>
<tr>
<td></td>
<td>Selection of LearnCenter site design template with custom logo and colors</td>
</tr>
<tr>
<td></td>
<td>Population of selected template’s pre-defined pages</td>
</tr>
<tr>
<td></td>
<td>Creation of up to 1 subLearnCenter based upon the root LearnCenter</td>
</tr>
<tr>
<td></td>
<td>Manage and track learning progress</td>
</tr>
<tr>
<td></td>
<td>Online Content Management</td>
</tr>
</tbody>
</table>
Implementation Approach

Easy-to-follow framework for activities

- Short, well-structured implementation cycles
- Iterative configuration
- Up to four modules per release cycle
- Multiple releases are possible to accommodate incremental scope and/or timeline decisions

**Single Release Cycle – e.g. two modules**

Plan → Prototype → Validate → Transition → Sustain → PIS

**Multiple Release Cycle – e.g. five modules**

Plan → Prototype → Validate → Transition → Sustain → PIS
Implementation Approach

OUM Cloud Applications Services Implementation Approach

- Envision
- Project Governance
- Priorities update and release plan adjustments

1 to 2 weeks | 16 weeks | 16 weeks

- High-Level Business process mapping
- Product Roadmap
- Release Plan

Production

- Release 1
- Release 2

- Taleo Recruiting, Taleo Onboarding
- Taleo Learn

Standard Package
Implementation Approach

Timeline

<table>
<thead>
<tr>
<th>WBS</th>
<th>Task Name</th>
<th>Duration</th>
<th>Start</th>
<th>Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Taleo Implementation</td>
<td>170 days</td>
<td>Mon 1/12/15</td>
<td>Fri 9/4/15</td>
</tr>
<tr>
<td>2</td>
<td>Envision</td>
<td>10 days</td>
<td>Mon 1/12/15</td>
<td>Fri 1/23/15</td>
</tr>
<tr>
<td>5</td>
<td>Release I Taleo Recruiting &amp; Onboarding</td>
<td>80 days</td>
<td>Mon 1/26/15</td>
<td>Fri 5/15/15</td>
</tr>
<tr>
<td>6</td>
<td>Plan</td>
<td>14 days</td>
<td>Mon 1/26/15</td>
<td>Thu 2/12/15</td>
</tr>
<tr>
<td>14</td>
<td>Prototype</td>
<td>26 days</td>
<td>Fri 2/13/15</td>
<td>Fri 3/20/15</td>
</tr>
<tr>
<td>15</td>
<td>Iteration 1</td>
<td>13 days</td>
<td>Fri 2/13/15</td>
<td>Tue 3/3/15</td>
</tr>
<tr>
<td>25</td>
<td>Iteration 2</td>
<td>13 days</td>
<td>Wed 3/4/15</td>
<td>Fri 3/20/15</td>
</tr>
<tr>
<td>35</td>
<td>Validate</td>
<td>15 days</td>
<td>Mon 3/23/15</td>
<td>Fri 4/10/15</td>
</tr>
<tr>
<td>43</td>
<td>Transition</td>
<td>14 days</td>
<td>Mon 4/13/15</td>
<td>Thu 4/30/15</td>
</tr>
<tr>
<td>49</td>
<td>Sustain</td>
<td>11 days</td>
<td>Fri 5/1/15</td>
<td>Fri 5/15/15</td>
</tr>
<tr>
<td>53</td>
<td>Release II Taleo Learn</td>
<td>80 days</td>
<td>Mon 5/18/15</td>
<td>Fri 9/4/15</td>
</tr>
<tr>
<td>54</td>
<td>Plan</td>
<td>14 days</td>
<td>Mon 5/18/15</td>
<td>Thu 6/4/15</td>
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<tr>
<td>62</td>
<td>Prototype</td>
<td>26 days</td>
<td>Fri 6/5/15</td>
<td>Fri 7/10/15</td>
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<tr>
<td>63</td>
<td>Iteration 1</td>
<td>13 days</td>
<td>Fri 6/5/15</td>
<td>Tue 6/23/15</td>
</tr>
<tr>
<td>73</td>
<td>Iteration 2</td>
<td>13 days</td>
<td>Wed 6/24/15</td>
<td>Fri 7/10/15</td>
</tr>
<tr>
<td>83</td>
<td>Validate</td>
<td>15 days</td>
<td>Mon 7/13/15</td>
<td>Fri 7/31/15</td>
</tr>
<tr>
<td>91</td>
<td>Transition</td>
<td>14 days</td>
<td>Mon 8/3/15</td>
<td>Thu 8/20/15</td>
</tr>
<tr>
<td>97</td>
<td>Sustain</td>
<td>11 days</td>
<td>Fri 8/21/15</td>
<td>Fri 9/4/15</td>
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</tbody>
</table>
Implementation Approach

**Plan**
- Conduct Kick-off Meeting
- Schedule Workshops
- Create Detailed Release Plan
- Review In-Scope High-Level Business Processes
- Gather Setup Information
- Conduct Integration and Data Load workshops
- Conduct Implementation Checkpoint

**Prototype**
- Perform Setup
- Conduct Workshops & Prototype Configuration
- Capture & Prioritize Changes
- Populate Data Load Templates
- Prepare Integration Details
- Apply & Validate Extensible Items
- Implement & Validate Integrations
- Load & Validate Data
- Conduct Implementation Checkpoint

**Validate**
- Apply & Validate Setup Changes
- Update Business Processes and Validation Cases
- Load, Reconcile & Validate Data Loads
- Conduct End-to-End Review
- Prepare Training Material
- Conduct Train-the-Trainer Workshops
- Conduct Implementation Checkpoint

**Transition**
- Migrate Configuration to Production
- Load, Reconcile & Validate Data Loads in Production
- Conduct Final Validation Review with Users & Stakeholders
- Prepare Training Material
- Conduct Train-the-Trainer Workshops
- Begin system use
- Plan for Next Release

**Sustain**
- Manage Transition to Steady-state Operations
- Post Go-Live Support

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Project Management

- Catalyst responsibility
- Shared responsibility
- Client responsibility
# Project / Implementation Plan

## Activities and Timeline for one release

<table>
<thead>
<tr>
<th>Project Phase</th>
<th>Plan</th>
<th>Prototype</th>
<th>Validate</th>
<th>Transition</th>
<th>Sustain</th>
<th>Post Go Live Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
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<tr>
<td>Analysis &amp; Workshops</td>
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<td>Modular Setup</td>
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<td>Data Upload</td>
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<td>Documentation</td>
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<tr>
<td>Project Management</td>
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</table>
# Project / Implementation Plan

<table>
<thead>
<tr>
<th>Project Activities</th>
<th>W1</th>
<th>W2</th>
<th>W3</th>
<th>W4</th>
<th>W5</th>
<th>W6</th>
<th>W7</th>
<th>W8</th>
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<th>W10</th>
<th>W11</th>
<th>W12</th>
<th>W13</th>
<th>W14</th>
<th>W15</th>
<th>W16</th>
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<tbody>
<tr>
<td>Project Planning</td>
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<td>Familiarization Sessions &amp; Business Process Mapping</td>
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<td>Prepare Final Design Documents</td>
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<td>Configuration and Development</td>
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<td>Sample Data Loading &amp; User Manual Preparation</td>
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<td>Key User Training &amp; UAT</td>
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<td>Production Migration &amp; Production Live</td>
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<td>Post Production Support</td>
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- **Onsite Activity**: 
- **Offshore Activity**: 

---

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Key Assumptions and Exclusions

- The standard business flows and Taleo functionality will serve as the base for the implementation.
- Oracle’s OUM for Cloud Implementation Approach will be used for the implementation.
- A small Project team is formed and empowered to make decisions.
- The implementation is based on the Cloud deployment model, hosted at Oracle.
- In the Cloud deployment model, two project environments are available: A sandbox and a production environment.
- Single Sign On set-up is not included.
- Organizational Change Management will be Client’s responsibility.
- Training is based on generic training material, delivered using a classroom based train the trainer approach in a single location with a maximum of 10 attendees.
- Customer is responsible for preparing data, extraction from legacy systems and conduct all the corrections based on the templates provided.
- All communications, documentations, deliverables would be furnished in English language.
- Integration with other systems is Outside the FSO. It can be performed as additional services.
- Application customization, UI personalization (more than the item provided), BI objects development and historical data uploads (more than the item provided) are outside the FSO. All these can be performed as additional services.
- EEO settings configuration.
- Professional Process Expansion Pack(User Permission Adjustments).
### Other Activities and Related Assumptions

<table>
<thead>
<tr>
<th>Deliverables included in scope</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Charter</td>
<td>The project charter would include further details of the project mission statement, approach and execution.</td>
</tr>
<tr>
<td>Project Work plan</td>
<td>A plan that describes the high-level tasks and timelines for all project activities.</td>
</tr>
<tr>
<td>Set up Document</td>
<td>A document that summarizes the configurations to be provided based on the collected business information.</td>
</tr>
<tr>
<td>Configured Application</td>
<td>An application configured in accordance with the descriptions in the Configuration Workbook.</td>
</tr>
<tr>
<td>Future Business Process Model</td>
<td>Catalyst will provide the future process model for the standard configuration of the system.</td>
</tr>
<tr>
<td>Test Plan and Scripts</td>
<td>Test Scripts for testing the configured functionality in the scope of standard offering. Any further changes to this document will be performed by Ventura corporation</td>
</tr>
<tr>
<td>Validated Solution on Sandbox</td>
<td>Configured Final Solution agreed with Customer</td>
</tr>
<tr>
<td>Training Material</td>
<td>Material to support Familiarization sessions on tools for ongoing customers use (Reports, Personalization, System Administration)</td>
</tr>
<tr>
<td>Configuration Workbook</td>
<td>Details of how the solution is configured</td>
</tr>
<tr>
<td>Validated Solution on Production</td>
<td>Configured Solution, validated for go live use</td>
</tr>
</tbody>
</table>
## Other Activities and Related Assumptions

<table>
<thead>
<tr>
<th>Activity</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Go-Live support</td>
<td>2 weeks one week after each release</td>
</tr>
<tr>
<td>Training Project team</td>
<td>Catalyst will organize a training for the customer’s core project team members delivered by Catalyst consultants, in a lecture/demo format workshop. Training is assumed to be one workshop per application, for up to 10 attendees.</td>
</tr>
<tr>
<td>Familiarization session</td>
<td>Catalyst will organize a session of maximum 4 hours, to make the customer familiar with the standard Taleo navigation and personalization’s.</td>
</tr>
<tr>
<td>Interfaces</td>
<td>Not included in scope of current project</td>
</tr>
<tr>
<td>User Guide</td>
<td>Not included in scope of current project</td>
</tr>
<tr>
<td>Administration Guide</td>
<td>Not included in scope of current project</td>
</tr>
</tbody>
</table>
Catalyst Implementation Team Makeup

- **Functional Implementation Consultant**
  - Gathers business and functional requirements and maps them to application functionalities.
  - In-deep functional expertise and experience to the design of Oracle Taleo Solution
  - Application configuration
  - Deliverable creation
  - Key user training
  - Functional support

- **Technical Consultant**
  - In-deep technical expertise and experience to the design best solution
  - Works with technical team to ensure optimal system access for the end users

- **Project Manager**
  - Responsible for day-to-day project activities
  - Weekly status reports / milestone
  - Issue and risk escalation
Customer Responsibilities

For the project to be successful, the Customer must fulfil the following obligations

- Order Taleo prior to project start.
- Assign a project manager to lead your staff’s efforts
- Assign experienced and empowered business and IT users to work closely with Catalyst’s consultants according to the project plan (full-time allocation may be necessary at times).
- Perform certain project tasks according to the project plan such as
  - Provide data in format specified by Catalyst
  - Customer side of integration
  - End user training
- Arrange for a project executive sponsor and project steering committee
- Accept that part of the work performed by Catalyst will not be on-site
Customer Responsibilities

Customer Team Structure

- **Project Manager**
  - Managing internal communication and project team
  - Involved in the project full-time, from kick-off to Go-live
  - Sign off deliverables and acceptances

- **Key Users**
  - Provide proper business requirements and scenarios
  - Testing and acceptance
  - Prepare for production
  - Supervise live data entry
  - Provide Applications knowledge to end users and other client’s project team members
Additional services provided by Catalyst outside FSO will be subject to scoping and traditional implementation methods

- Integration with legacy applications.
- Historical data upload.
- Custom application roles setup
- On-demand Training
- Implementation services for future version releases
- Implementation services for additional Taleo modules
- Post-implementation support