



TrulinX[®]

a product of **Tribute**
Software for Successful Distributors

It's simple really,
We know your business better!

PERSONALIZED • ON-SITE IMPLEMENTATION & TRAINING

TAILORING A TRANSITION FOR YOUR COMPANY

A TrulinX Implementation is the beginning of an important partnership, one that is based upon trust and teamwork. Tribute, Inc. prides itself on providing our customers with a highly structured and client focused implementation strategy. We provide knowledgeable training at your offices, which means you're not stuck trying to make sense of on-line instructions in the middle of your conversion. On-site training minimizes the disruption to your business and provides you the benefit of our expertise in your industry. Utilizing a proven six step process, Tribute will successfully guide you through implementation - from an in-depth analysis of your Business Requirements all the way to our follow-up visit after your first Month End Live.

Step 1 – Analysis of Business Requirements

During the sales process, our Sales Consultant will conduct a discovery meeting to determine your goals and objectives regarding new software. We then provide a Process Improvement Study outlining how your business processes will be streamlined by the implementation of TrulinX. We also provide an on-site demonstration, tailored to your company, of all the benefits TrulinX has to offer.

Step 2 – Initial Project Planning Meeting

Your Installation Coordinator will conduct the first, and most important, meeting at your facility. The objective of this meeting is to review your current operations, identify management's critical business issues, and prepare a project agenda that will map the steps that need to be accomplished prior to your Go Live date. A schedule of interactive internet training sessions to cover necessary modules for set-up will also be established at this time. The entire process will ensure a smooth and successful installation.

Step 3 – Data Migration

Your database is generally created through a combination of data conversion and data input. A TrulinX Conversion Specialist will be with you every step of the way to help you extract the data from your legacy system and make sure it is clean and

correct. Newly-converted data and any additional data will be moved into TrulinX Live and Trainer databases, so you can perform a thorough review and begin training. TrulinX maintains the Trainer Database after you Go Live to enable new employees to train without damaging your existing database.

Step 4 – Operational Training

Several days of operational training are conducted on site a few weeks before going Live covering Quote & Sales Orders, Shipping, Purchasing and Receiving, Accounts Receivable and Accounts Payable. An initial training period is planned to introduce the appropriate staff to various aspects of the new application and to introduce them to new efficiencies available in the software.

Step 5 – Go Live

A TrulinX Installation Coordinator is on-site for several days as you Go Live. The value of having support staff at your company as new procedures are implemented insures proper procedures are followed and the stress of change is kept to a minimum.

Step 6 – Follow-up Training

A follow-up training session is scheduled for six to twelve weeks after you have gone Live. The TrulinX implementation team returns to review procedures and check on individual users. Answering questions and observing how tasks are accomplished reveals inefficiencies, which would never be properly recognized via regular telephone support procedures. The second element of this visit is to review future plans and develop strategies to expedite their realization.

Tribute Inc. is the only software company that provides hands-on training and implementation by staff that understands your business inside and out. Tribute's comprehensive training and implementation process ensures that you get the maximum out of your software, enabling you to take advantage of all the time and cost saving features of TrulinX.

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