

# TEC Advisor

## Everything You Need for Impartial Software Selection



If you've ever been through a software selection project, you know just how difficult it can be—and how easy it is to go wrong.

If you've never been involved in software selection before, you're probably struggling with the same questions as other IT decision makers.

How do you figure out what your company really needs from a new system?

How do you filter out vendor hype and compare solutions objectively?

How do you push past company politics and get your stakeholders to agree not just on **a solution**, but on **the right solution**?

If you're like most IT decision makers, the answer to all of these questions involves months of work, complicated spreadsheets, and, potentially, a lot of aggravation. And you could still end up wondering whether you made the right choice.

Frustrating? Definitely. But there's a better way: it's called TEC Advisor.

# Everything You Need for Impartial Software Selection

TEC Advisor is an online software evaluation and selection application that contains detailed information about enterprise software solutions—collected directly from vendors and validated by TEC analysts. Every day, TEC Advisor helps companies like yours make rational, justifiable software selections more quickly and more cost-effectively than traditional methods.

Together with TEC's proven software selection methodology, extensive enterprise software research, and the knowledge of our analysts and software selection experts, TEC Advisor gives you everything you need to make an objective decision, so you can stay focused on what's best for your business.

## Easy Requirements Gathering

A successful selection hinges on you understanding what your company needs. But gathering business requirements can be difficult and time-consuming. TEC Advisor saves you time and trouble by providing a structured environment for defining and prioritizing requirements. It's as easy as choosing what you need from one of TEC's extensive lists of enterprise software features and functions.

## Quick, Apples-to-apples Vendor Solution Comparisons

Because TEC Advisor contains up-to-date information about vendor support for thousands of enterprise software features and functions—the same features and functions you require to run your business—you can quickly compare different solutions, and find the one that's right for you.

## Powerful Analysis and Reporting Tools

From the 30,000-foot view right down to ground level, TEC Advisor makes it easy for you to see how well competing solutions meet your needs. Using interactive graphs and charts, you can see what drives each vendor's ranking, and you can perform sensitivity analysis to see whether the top-ranked vendor will stay on top as your priorities change.

# How TEC Advisor Works

## Choose Solutions to Evaluate

Start by choosing the solutions you want to evaluate from TEC's models of enterprise software. You can either

- pick specific solutions from TEC's extensive list; or
- answer a few questions about your requirements and have TEC Advisor suggest potential solutions based on your answers.

If you need to evaluate a solution that's not currently listed, TEC can arrange to have the vendor fill out a request for information (RFI) to get you the information you need.

The screenshot shows the 'Working List for Evaluation' interface. It features a table with columns for Vendor, Product, and Rank. The table lists several vendors and their products, such as Epicor ERP, Dynamics GP, and NetSuite. Below the table, there are instructions to click on vendor/product names for more details and to select products for evaluation. On the right side, there is a 'Message Board' section with information about TEC Advisor Beta, including a link to the questionnaire and a list of services offered.

| Vendor   | Product                       | Rank |
|--|-------------------------------|------|
| <input type="checkbox"/> Epicor                      | Epicor ERP                    | 1    |
| <input type="checkbox"/> Microsoft                   | Dynamics GP                   | 2    |
| <input type="checkbox"/> Microsoft                   | Dynamics NAV                  | 3    |
| <input type="checkbox"/> NetSuite                    | NetSuite                      | 4    |
| <input type="checkbox"/> Pronto Software             | PRONTO-Xi                     | 5    |
| <input type="checkbox"/> UMIT4                       | Agresso Business World        | 6    |
| <input type="checkbox"/> SouthWare Innovations, Inc. | SouthWare Excellence Series   | 7    |
| <input type="checkbox"/> Open System, Inc            | TRAVERSE                      | 8    |
| <input type="checkbox"/> Intuit                      | QuickBooks Enterprise Edition | 9    |

## Define Your Business Needs

Once you've picked solutions to compare, use one of TEC's standard lists of enterprise software features and functions to create a "requirement set" that defines your business needs.

Simply indicate how important each feature or function is—on a scale ranging from "Not Important" to "Critical"—to create a profile of your ideal solution.

Later, you can add pricing information in order to factor costs—from licensing, through implementation, to service and support—into your decision.

If you have specific requirements that aren't covered by one of our standard lists, TEC can create a custom requirement set for you.

The screenshot shows the 'ERP Selection Model Demo' interface. It features a 'Knowledge Tree' on the left side with categories like Financials, Human Resources, and Manufacturing Management. The main area displays a table of 'DEMO ERP Selection Model / Product Functionality / Financials' with columns for Category, Set Priorities, Minimum Requirement, and Relative Importance. Below the table, there is a 'Distribution of priorities' pie chart showing the relative importance of different categories.

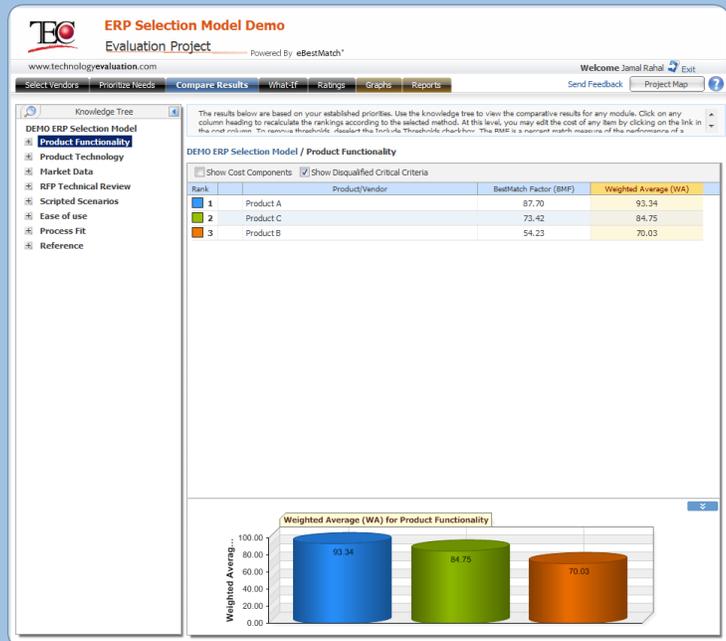
| # | Category               | Set Priorities | Minimum Requirement | Relative Importance |
|---|------------------------|----------------|---------------------|---------------------|
| 1 | General Ledger         | Not Important  |                     | 19%                 |
| 2 | Accounts Payable (A/P) | No Need        |                     | 8%                  |
| 3 | Fixed Assets           | Critical       |                     | 8%                  |
| 4 | Cost Accounting        | Must Have      |                     | 19%                 |
| 5 | Cash Management        | Very Important |                     | 8%                  |
| 6 | Budgeting              | Important      |                     | 12%                 |
| 7 | Accounts Receivable    | Nice to Have   |                     | 8%                  |
| 8 | Financial Reporting    | Not Important  |                     | 19%                 |
| 9 | Project Accounting     | No Need        |                     | 4%                  |

## Compare and Shortlist Solutions

Now that you know exactly what your company needs, you can see how each solution measures up and add the highest-ranking solutions to your short list.

From high-level overviews of broad feature areas to support for individual features, you can instantly see which solutions come closest to your ideal, which ones fall short, and why.

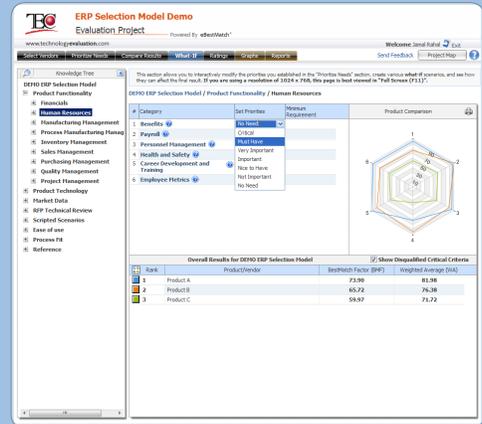
TEC Advisor already contains detailed information about the solutions you're comparing, so you don't need to spend time poring over spec sheets or wading through Web sites. And because TEC Advisor's vendor information is based on the same feature lists that you use to define your requirements, you can be sure that you and the vendors are speaking the same language.



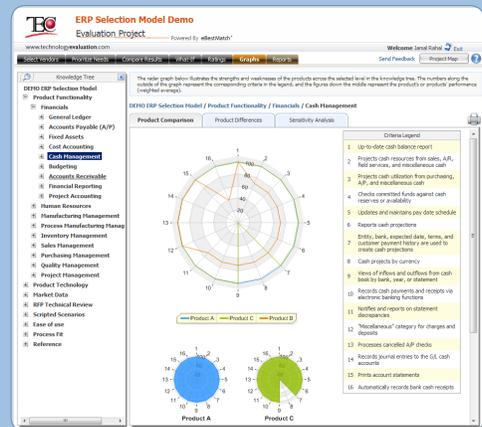
# Analyze Shortlisted Solutions in Detail

TEC Advisor's powerful analytical tools make it easy to compare your shortlisted solutions in depth, so you can separate the best from the rest.

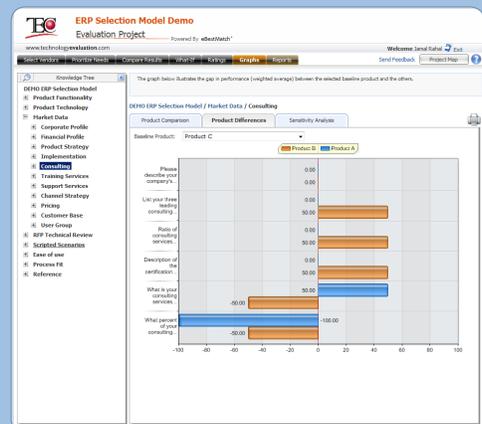
- What-if scenario analysis lets you test how changes to your priorities affect each solution's rank.



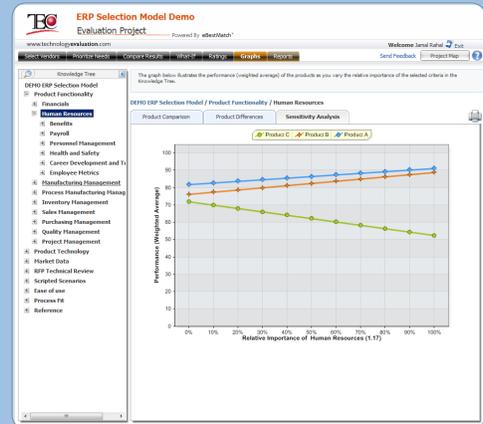
- Straightforward product comparisons give you a global view of how all your shortlisted solutions compare to one another.



- A product-differences analysis lets you set any solution as a baseline and see where the other solutions outperform it, and where they fall short.



- Sensitivity analysis shows you how the rankings of your shortlisted solutions change as different features and functions become more or less important.



- All TEC Advisor analysis tools are graphical, easy to use, and updated in real time. And because your requirements list is always accessible, you can analyze solutions at any level of detail.

## Report Your Findings

TEC Advisor displays the results of your research in detailed graphs and reports that you can use to keep stakeholders up to date and justify your decision.

**Strength and Weakness Report**  
DEMO ERP Selection Model

| Criteria  | Product A          | Product B          | Product C |
|---|--------------------|--------------------|-----------|
| 3.11.4 Date of last conference?   | 0.04012 (0.03475)  | 0.08613 (0.0647)   |           |
| 3.11.5 Number of attendees last conference?   | 0.00000 (-0.00066) | 0.00000 (-0.00066) |           |
| <b>4 RFP Technical Review</b>   |                    |                    |           |
| 4.1 General   |                    |                    |           |
| 4.1.1 ROI Calculation   | 0.08470 (0.08237)  | 0.09091 (0.08918)  |           |
| 4.1.2 Time to Implement   | 0.43708 (0.43077)  | 0.46186 (0.45841)  |           |
| 4.1.3 Learning  | 1.09380 (1.09112)  | 1.13643 (1.12779)  |           |
| 4.1.4 Total Project   | 0.42752 (0.42446)  | 1.13643 (1.12779)  |           |
| 4.1.5 Change Management   | 0.15328 (0.15077)  | 0.46186 (0.45841)  |           |
| 4.1.6 Business Analysis   | 0.58823 (0.58333)  | 0.16149 (0.16008)  |           |
| 4.1.7 Business Process Reengineering (BPR) and Best Practices   | 0.62764 (0.62049)  | 0.72732 (0.72017)  |           |
| 4.2 Implementation  |                    |                    |           |
| 4.2.1 Implementation Activities   | 0.31116 (0.30811)  | 0.33397 (0.33142)  |           |
| 4.2.2 Implementation Planning   | 0.41488 (0.41148)  | 0.44530 (0.44289)  |           |
| 4.2.3 Project Management  | 0.31800 (0.31430)  | 0.35662 (0.35297)  |           |
| 4.2.4 Customization   | 0.41488 (0.41148)  | 0.44530 (0.44289)  |           |
| 4.2.5 Custom Reports  | 0.28913 (0.28430)  | 0.33397 (0.33142)  |           |
| 4.2.6 HR/IT Infrastructure, Set-up and Configuration  | 0.31116 (0.30811)  | 0.33397 (0.33142)  |           |
| 4.2.7 Data Migration  | 0.41488 (0.41148)  | 0.44530 (0.44289)  |           |
| 4.2.8 Go-Live Strategy  | 0.31116 (0.30811)  | 0.33397 (0.33142)  |           |
| 4.2.9 Localization  | 0.41488 (0.41148)  | 0.44530 (0.44289)  |           |
| 4.2.10 Resend Language Support  | 0.41488 (0.41148)  | 0.35624 (0.35284)  |           |
| 4.2.11 Quality Control  | 0.41488 (0.41148)  | 0.35624 (0.35284)  |           |
| 4.2.12 Training   | 0.41488 (0.41148)  | 0.35624 (0.35284)  |           |
| 4.3 Training and support  |                    |                    |           |
| 4.3.1 User Training   | 1.27096 (1.26010)  | 1.36372 (1.35300)  |           |
| 4.3.2 Administrator Training  | 1.69408 (1.68020)  | 1.81829 (1.80440)  |           |
| 4.3.3 Technical Support   | 0.11761 (0.11620)  | 0.27287 (0.27010)  |           |
| <b>5 Scripted Scenarios</b>   |                    |                    |           |
| 5.1 Production Planning   |                    |                    |           |
| 5.1.1 Highest number of production schedules with the ability to perform "what-if" scenarios  | 0.09027 (0.08946)  | 0.07162 (0.07080)  |           |
| 5.1.2 Inventory as safety stock, dependent components, and transfer demand  | 0.08207 (0.08120)  | 0.07933 (0.07851)  |           |
| 5.1.3 Planning options are as required (OT for lot), fixed quantity placement, fixed income, EOQ, purchase discount quantity, combination, manual, and safety stock | 0.08346 (0.08264)  | 0.07933 (0.07851)  |           |
| 5.1.4 Used production schedules with demand schedules, product family schedules, and other production schedules   | 0.08793 (0.08711)  | 0.09091 (0.09010)  |           |
| 5.1.5 Identify critical capacities by item  | 0.08399 (0.08318)  | 0.08092 (0.08010)  |           |
| 5.1.6 Inventory as safety stock, dependent components, and transfer demand  | 0.08346 (0.08264)  | 0.07933 (0.07851)  |           |

# Five Reasons to Use TEC Advisor for Your Next Software Evaluation and Selection Project

## TEC Advisor Is Designed for Software Selection

Unlike spreadsheets and general-purpose decision support tools, TEC Advisor is optimized for software selection. It contains up-to-date information about hundreds of vendor solutions, in dozens of industries. And all of TEC's vendor data is vetted by our analysts, and structured to allow direct, unbiased comparisons of competing solutions. So you can spend your time focusing on your business instead of chasing after the facts.

## TEC Advisor Helps You Collaborate

Because it's Web-based, TEC Advisor makes it easy for any number of stakeholders to securely access, share, and revise data anytime, anywhere, using nothing but a Web browser. Getting all of your stakeholders involved in the process helps you accurately understand your company's requirements, build consensus early, and increase the chances that end users will adopt the new solution.

## TEC Advisor Helps You Sidestep Office Politics

From an organizational preference for a particular vendor to personal preferences for a certain user interface, human bias can easily skew the results of a selection project. That's why TEC Advisor lets you build "soft" factors—like your comfort level with a solution after an on-site demo, or your preference for a particular interface—into your decision model. By rationalizing the human side of group decision making, TEC Advisor helps you compensate for personal bias and zero in on the right solution.

## TEC Advisor Ranks Solutions More Accurately

Most software selection tools and methods rely on weighted averages to rank solutions. But weighted averages can easily be skewed if a solution under- or overperforms in only a few key areas. TEC Advisor supplements weighted averages with the BestMatchFactor, a patented algorithm that computes not only how well each solution addresses your requirements, but also how consistently it matches your priorities, so you can clearly identify the best solution.

## TEC Advisor Gives You Information You Can Take to the Negotiating Table

While traditional software selection methods analyze cost and performance separately, TEC Advisor combines them in a unique value analysis that calculates each solution's cost for each point scored during the evaluation process. Not only can you see which solution is the best value, you can see exactly how much the other vendors need to lower their prices to be competitive—information that's invaluable at the negotiating table.

# Find Out More. Contact TEC Today.

## Make TEC Advisor a Part of Your Next Selection Project

Access to TEC Advisor comes with all of TEC's portal-based selection projects. In addition to your private online project workspace, you get training from TEC's experts, who can show you how to employ our proven selection methodology to make the most of TEC Advisor.

Visit [www.technologyevaluation.com/selection-services](http://www.technologyevaluation.com/selection-services) to find out more about TEC selection projects, or call our selection services team at 1-800-496-1303 ext. 404 in the US and Canada, and +1 514-954-3665 ext. 404 outside the US and Canada.

## Or Sign Up for a Free Trial Today

See for yourself how TEC Advisor can save you time and money on your next software selection project. Visit [www.technologyevaluation.com/tec-advisor](http://www.technologyevaluation.com/tec-advisor) to sign up for a free trial subscription to TEC Advisor.

## About TEC

Technology Evaluation Centers (TEC) helps private- and public-sector organizations choose the best enterprise software solutions for their unique business needs—quickly, impartially, and cost-effectively. TEC's online Evaluation Centers, containing IT research and extensive software models that catalog vendors' support for thousands of enterprise software features and functions, are the leading resource for IT decision makers around the world. By combining that information with a proven methodology, unique Web-based software selection platforms, and years of software selection expertise, TEC delivers an unmatched range of online software evaluation and selection services that bridge the gap between enterprise decision makers and the vendor/value-added reseller (VAR) community.



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