

PLOTBOX

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TOP TIPS ON

GOING DIGITAL

#1 KEEP IT SIMPLE



Choose your technology wisely, going digital should be seamless. Avoid technology that's more complicated than it needs to be and select a system that's approachable and intuitive.

#2 INVOLVE THE TEAM



Involving the team in the process of going digital is key. Employees often fear that they may not have the skills and competencies to operate the new system. Offering training is essential and perhaps appointing a 'super-user' who can champion the change will help bring others along on the journey.

#3 HIGHLIGHT THE QUICK WINS



Consider the main benefits and selling points of adopting new technologies. Will it save you time spent on menial administrative tasks? Will it enable salespeople the opportunity to make sell more? Or increase productivity in a way that reduces costs? Will it reduce the need for so much paper?

#4 INTEGRATE A ONE STOP SHOP



There are no shortage of apps these days but how many are actually useful and meet the needs of your business? Some may contain certain features and functions that you require, but won't service all your business processes. Ensure the technologies and systems are the right fit for your business. Often forgotten but equally important, check that there is expert technical advice on hand should you require it and that it's easily accessible

#5 ENSURE IT'S FUTURE PROOF



Does this company have the capability and vision to offer new innovations and features as and when they arise? And will you have to pay for it in upgrades?