# Baseline analysis (system & processes before RedRose)

To help understand the benefits of using RedRose, it’s useful to understand the system & processes that would have been used prior to RedRose. i.e. which tools would this type of project used previously? This provides the “before” component of the “before/after” comparison.

## Questions to frame discussion:

* Before RedRose, which systems and tools would you have used on this project and do you have examples of those from previous projects (e.g. Excel tracking, other?)
* What were the main issues with your previous systems/tools that prompted you to pilot or use RedRose for this project?
* Have you identified any advantages from using your previous systems/tools that are no longer available in RedRose?

# Implementation analysis of RedRose

* Did you need to purchase any hardware or devices that were required to use RedRose e.g. printers, scanners, smartphones, tablets, laptops, servers etc. Include quantities & costs.
* What are the license costs of using RedRose? Describe the cost model i.e. cost per transaction, flat fee, support costs etc.
* Was there any configuration, customization or consultancy required to adapt or setup RedRose fo the KRCS? How did this take place and what was the time/cost?
* Hardware/devices implications (jncluding costs)

## Software (licence & costs) – customisation, configuration, consultancy?

## Telecoms implications (including costs)

## Interoperability considerations (e.g. drivers, API’s)

## Documentation (accessible, usable, complete & accurate?) any cost/time implications?

## Training (adequate, timely?) and time/cost implications?

## Testing (time/costs?) – fixes or adjustments made as a result of testing?

## Changes to processes (time/cost implications?)

## Any explicit security implications related to RedRose? e.g. new processes

# Use of RedRose – Operational

## User experience

## Staff/volunteer experience

## Management experience

## Identification of beneficiary – implications of RedRose (benefits/disadvantages)

## Registration process – implications of RedRose

## Validation/checking of data –

## Allocations for beneficiaries

## Distribution

## Reconciliation

## Reporting

# Costs/Benefits

## Tangible costs and benefits

## Intangible costs and benefits

## One-off and ongoing

# Learning

## What was supposed to happen?

## What was the reality?

## What went well?

## What could have gone better?

## What should be changed for next time?