

## **Service Definition – Lightscope Spend Analytics Platform GCloud 11**

Oxford Informatics has developed a systematic approach to the implementation of the Lightscope spend analytics platform that configures your data to align with a strategically developed set of spend categories that will support detailed analysis and insight for your organisation.

## **Service Delivery Approach**

Lightscope implementation follows a 4 step approach:

1. Data specification and transfer – we provide a detailed data requirement definition and support to extract the data and transform the data in preparation for data loading.
2. Environment configuration – Lightscope platform environment is configured based on your business requirements
3. Data load & categorisation – Your data is loaded onto the Lightscope platform and procurement categories defined. A data quality report is generated to highlight any issues and potential actions required for resolution e.g. duplicate supplier names.
4. User set up – your users are then set up on the system based on user role, authentication and access management.

## **Lightscope platform**

The Lightscope platform is designed to support multi-dimensional analysis of your supplier spend data, based on accounts payable. The platform enables you to analyse spend via category and sub category then further analysis by supplier, cost centre, project or initiative, supply chain, and temporal based spend analysis. We have architected the system so that any question about spend can be answered from a minimum of mouse clicks, to create an application that is powerful and pleasurable to use.

## **Process templates**

A series of process templates and resources are also available to you, so any gaps in your processes can be rapidly addressed through best practice methodology. We advocate a light touch approach to process, which mitigates risk and delivers effective governance and control, but is not onerous on the business to implement.

## **User Support & Training**

We focus on ensuring value is delivered by the Lightscope platform by ensuring the platform is easy to use and users can start generating insight immediately. Training can be delivered via webinar and direct support is provided using screen sharing technology. All users are provided with a user guide and additional video based training is integrated into the platform.

We focus on establishing a strong working relationship with users, utilising a direct engagement approach to support enquires, so we can address the learning requirement and maximise use of the system.