

Change Management Framework in Three Steps with the CPW Method!

Bernd J. Schneider

IC Informatica Consulting GmbH

Zurich, Switzerland

Email: Bernd.Schneider@ICInformaticaConsulting.com

URL: <http://www.cpw-method.com>

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Step 1: Diagnostic Assessment / Evaluation Criteria

There are different kinds of Change Management Frameworks and also different variants how to proceed and how to work with methods. Here is introduced a possible variant. First of all we start with the Diagnostic Assessment in which things are questioned. This can be an area, a to-be-analyzed area, this can be to-be-analyzed problems or an area, which is studied or inspected according to certain criteria, the so-called Evaluation Criteria. To which criteria is analyzed or evaluated, can be determined before the analysis, but can be also adjusted, changed or extended during the analysis. Depending on which criteria seem to be important, then are searched for questions according to this certain criteria respectively the things are questioned and therefore then it is created a questionnaire. The objective is to find the points, which indicates to a problem, and then to search furthermore for solutions or if it is possible to find solutions. In workshops the people are interviewed with the posed questions or it will be discussed the questions and the things from different areas and sub areas, then to come to a possible good result.

Step 2: Change Management

The results of the workshops are assigned to the Issue List or Change Management List. In the Issue List or Change Management List are listed all points, which seem to be important. This can be points, which are still open and have to be clarified or points, which are already clarified, but which are important for the further analysis and the result, which should be achieved. The listed points can indicate to the found problems and to the solution proposals. As long as it makes sense the found problems or solution proposals can be assigned to an area or a function. To develop the Issue List or the Change Management List is an iterative work process and can take place in several successive workshops until the result for the involved people is satisfactory, as long as this is possible.

Step 3: Context Diagram – CPW Subject Object Context Diagram

In the next step is the question to the previous done work results: Who is responsible for what? For this questioning is used a context diagram, the CPW Subject Object Context Diagram from the CPW Method, with which can be represented, who is responsible for what. With the CPW Subjects are represented the responsibilities, and with the CPW Objects are represented the objects or things, for which the responsibilities are responsible.

To the objects and things for which the responsibilities are responsible, this can be for example problems or solution proposals from the Issue List or Change Management List. If there is a need for the situation, can be used then the Context Diagrams with the CPW Subject Object Context Diagram again in a further workshop, where then is made in a iterative work process a Diagnostic Assessment, where the things are questioned even more thoroughly, to gather then these results again into the Issue List and Change Management List.

As said, here is introduced a possible variant of a Change Management Framework with all introduced three steps.

The Change Management Framework in three steps with the CPW Method shows, how with conventional methods together with the CPW Method and with iterative work processes with the help of workshops can be worked and proceeded, to make possible Change Management in a hopefully efficient way.

Change Management Framework

Change Management Framework in Three Steps with the CPW Method!

- Step 1: Diagnostic Assessment / Evaluation Criteria
 - Questionnaire on Area / Sub area
 - Tools: Excel sheet, Power Point, Word
- Step 2: Change Management
 - Change Management list
 - issue list , ...
 - Function / Sub function
 - Area / Sub area...
 - Tools: Excel sheet, Power Point, Word
- Step 3: Context Diagram – CPW Subject Object Context Diagram
 - Who is responsible for what?

Fig. 1: Change Management Framework in Three Steps with the CPW Method!