WiBe 2011

WiBe-TEAM PR

WiBe® Browser version 2011

Economic efficiency assessment for (ICT) projects and plans

Notes on (test) using

August 2013

WiBe-TEAM PR has released the **English version of its WiBe software WiBe ® 2011**. You may use this online edition with your Web browser without any further software installation free of charge – calculate and review the economic efficiency and TCO of your ICT projects and procurement plans.

> **WiBe® 2011 is fully in line with the official German WiBe 4.1 recommendation, published by the Ombudsman for information technology of the Federal Government, and meets all requirements for a comprehensive economic efficiency assessment and TCO total costs of ownership calculation.** The following instructions should help you to use the software more easily. We assume that you are familiar with the WiBe concept[1].

Topics briefly (!) addressed on the following pages:

1. System requirements and test access to the WiBe 2011
2. Menu structure of the WiBe 2011
3. Core process: creating a WiBe TCO, calculate, report and document

WiBe-TEAM PR

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[1] For an overview of the WiBe® framework visit www.wibe-tco.com.

1. System requirements & test access to the WiBe 2011

To use the free trial access to the WiBe2011, you need an Internet connection and a Web browser. Call the Internet address http://en.wibe-software.eu, enter user name and password in the login dialogue as shown below:

You have access to all the unlocked features of the demo version. *The demo version is public, your data can be seen and changed by other users. Use the export option to avoid this and store your project locally at the end of your sessions, delete it from the WiBe cloud database and start next time with re-importing it.*

After login WiBe opens its splash screen ("home"). Here you can open the WiBe example project, other projects or create a new project.
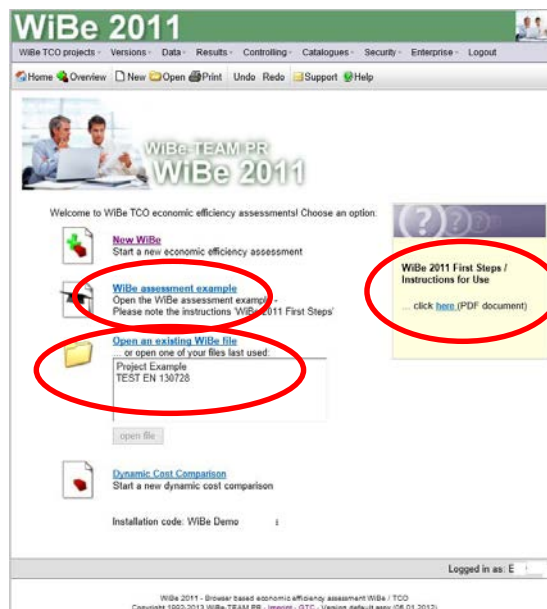
2. Menu structure of the WiBe 2011

Each menu can be reached from each location.

Icons in the toolbar	Home	Jumps to the start screen
	Overview	Jumps to the main view 'project control center' with all key figures (you have to open a project first)
	New	Calls dialogue "Create a new WiBe / TCO project"
	Open	Opens an existing WiBe TCO project
	Print	Calls dialogue with different print / report templates
	Undo Redo	Undoes the last action or restores it *(only enterprise version)*
	Support	Opens a window where you can get access to the (GERMAN) user manual and/or send a support request
	Help	Calling the (GERMAN) online help, English translation scheduled for WiBe 2014
WiBe TCO projects (Menu)	New project	Start a new WiBe TCO project
	Project Manager	Search, open, copy, delete, export projects
	Template Manager	Manage, create and edit templates for projects
	Import	Import projects and criteria into the WiBe2011
	Export	Export projects (optionally in other formats)
	Print	Print reports and generate PDF
	Settings	Some options for configuring your WiBe workplace
Versions	New version	Creating a new version / alternative as part of the project
	Version Manager	Set the options of version management and create new, delete, enable versions and/or alternatives
Data	Enter data	Criterion selection and input of assessment data
	Project header data	Edit project header data
	Rates / calculation year	Changes the discount or compound rates or modifies the current calculation year
Results *(with export to MS Excel)*	WiBe TCO Results Overview	Jumps to the central view of the WiBe TCO: the project control center with all key figures
	NPV Net Present Value	Shows the net present value and the present values
	Monetary Entries	Shows all monetary entries
	Qualitative Key Figures	Shows results of the cost-benefit analyses
	Full Report Without Notes	Shows all results as detailed report but excludes notes
	Full Report With Notes	Shows all results as detailed report including notes
Controlling	New Portfolio	Creates a new portfolio
	Portfolio Manager	Selects the projects to be displayed
	Options	Adjust display types for the portfolio
Catalogue	New Catalogue	Creates a new set of criteria
	Catalogue Manager	Import catalogues, enable, edit (header data, criteria), delete, export catalogues
	Default Values	Define and deploy tables with default values for monetary criteria
Security	Change Password	Change your own password
	User Administration	Create new users, assign roles, delete user
	Roles	Define permissions (roles)
Enterprise	Net present value calculation	Net present value calculations, unbound to WiBe framework
	Cost-Benefit Analysis	Cost-benefit analysis, unbound to WiBe framework
	Cost Comparison Analysis	User-definable cost comparison calculations
	Cash Flow	Cash flow / budget overview

3. Core process: create a new WiBe TCO project to calculate and document the economic efficiency of an ICT project / procurement measure

Start with defining the ,**project header data**':

By "**Create project**" the project is stored into the database
and the display changes to the **WiBe TCO Project Control Center**:

Since so far you neither chose assessment criteria nor entered data, the charts are still empty. In the upper left box you will find the link to the next step: **Choose / specify assessment criteria**. A click on the link opens the criteria display. *Note: the buttons "Export" and "Import" help you to outsource the collection of all monetary data to a MS Excel file, which may be edited locally by different data suppliers (you should have a look at the (German) Online help to make this feature work properly!).*
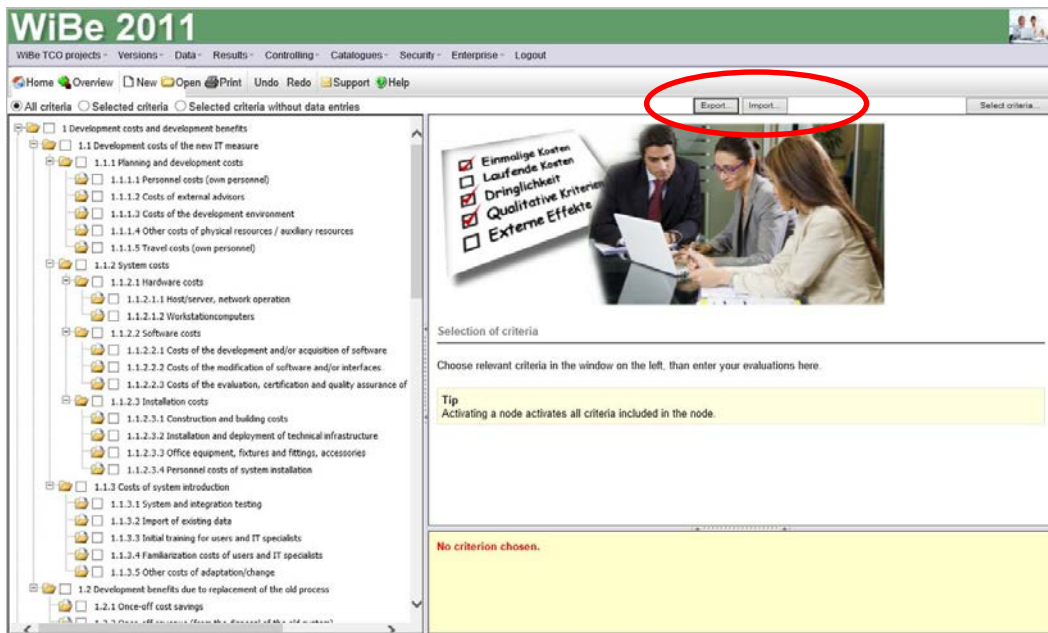
Depending on whether or what criterion you activate by clicking in the left part of the screen, the display in the right part of the screen changes:

monetary criteria: you get an input mask for monetary entries (you may use formulas starting with = or use a calculation sheet). *Always confirm your entries with the "Save" button!*

Personnel costs (own personnel)

Year	Budget relevant	Risk %	Code	Year	Not budget relevant	Risk %	Code
2013	0	0		2013	0	0	
2014	0	0		2014	0	0	
2015	0	0		2015	0	0	
2016	0	0		2016	0	0	
2017	0	0		2017	0	0	

Save   Note...   Calculation sheet/Periodic entries...

Do not forget to click on the "Save" button before switching to another criterion!

Amounts are treated as due ...: [Standard (end of year) ▾]

qualitative criteria: the input mask allows to choose a value between 0 and 10 for each qualitative criterion (first column on left side). *Always confirm your scorings with the "Save" button!*

Entry			Index	Criterion	Points	Weight	Product
▾	Info	Note	3.1.1	Support continuity for the old system	-	5	-
▾	Info	Note	3.1.2	Replacement urgency due to logistic/capacity aspects	-	5	-
▾	Info	Note	3.1.3.1	Bugs,errors and downtime	-	10	-
▾	Info	Note	3.1.3.2	Service problems, personnel bottlenecks	-	10	-
▾	Info	Note	3.1.4.1	Limits of expansion / upgrading	-	5	-
▾	Info	Note	3.1.4.2	Interoperability,present/future interface problems	-	5	-
▾	Info	Note	3.1.4.3	Operability and ergonomics	-	10	-
▾	Info	Note	3.2.1	Compliance with laws	-	20	-
▾	Info	Note	3.2.2	Fulfilment of data protection/security requirements	-	5	-
▾	Info	Note	3.2.3	Correct procedures and work processes	-	15	-
▾	Info	Note	3.2.4	Compliance with other requirements and recommendations	-	10	-

Save   Sum   0
            Urgency Value URG   0

You can always return to this point of WiBe and make additions or corrections to your entries.

You leave this part of WiBe, by selecting an icon in the toolbar or a command from the menu. The default is to the "Project Control Center" with the "**Overview**" icon.

Design of the project control center:

      left column: next steps and project header data

      central column: **monetary calculations**

      right column: **qualitative assessments**

Now you can create further versions or alternatives within your project *(Choose/create a version or an alternative)*, change some features of your project *(Modify project header data)* or have a more detailed look at it *(Menu "Results")*.

For printing the results use different report templates: select the "Print" icon and choose a template:

For optimal display, PDF files are generated. (Read details in the German (sorry!) online help.)

Print template:

Project Header Data
WiBe TCO Results Overview
NPV Net Present Value
Monetary Entries
WiBe TCO Full Report
Print Notes - Selected Only
Print Notes – All
Print Notes - All (single sheets)
Monetary Entries: Risk Markups
Catalogue of Criteria (project specific)
Description of Criteria (project specific)
Catalogue of Criteria (Template)
Description of Criteria (Template)
Urgency Value
Qualitative Value
External Effects

Download as: PDF ⌄   Start download

Preview   Cancel

4.   Blocked features in this DEMO version

We have blocked access to some main features of our WiBe software.
You have no access to these menu items:

- Controlling
- Catalogues
- Security

Please contact WiBe-TEAM (via the "Support" icon) if you want to learn more about those menus.

WiBe TCO framework and software could be tailored to your needs as an on site application or as part of a private or hybrid cloud – ask for details.