## Student Administration Advisory Group

## Report on Benefits Assessment/Realisation

The Student Administration Governance Board (SAGB) have tasked the Student Administration Advisory Group (SAAG) with ensuring that benefits realisation is standard practice throughout the business change lifecycle.

When defining a business change or business improvement project, expected *benefits* and *dis-benefits* are identified in the business case.

Following implementation of a new student administration product, the business is required to confirm if expected *benefits* and/or dis-benefits have been realised. This confirmation will help to identify if the change and investment have been worthwhile.

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| **System/software** |  |  |
| **Product** |  |  |
| **Date of implementation** |  |

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| --- |
| **Mandate** |
|  |
| **Background/context of benefits realisation report** |
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| --- | --- |
| **Expected benefits from business case** |  |
| **Expected dis-benefits** |  |

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| --- | --- | --- | --- |
| **Product owner** |  | **SAAG submission date** |  |
| **Consultation details** |  |

Against each *benefit* or *dis-benefit*, please provide feedback, where relevant, for each of the following five headings:

🞄 Compliance 🞄 Quality 🞄 Simplification 🞄 Sustainability 🞄 Transparency

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| **Benefit 1**  |
| NNN |  |
| On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit? |  |
| NNN |  |

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| **Benefit 2**  |
| NNN |
| On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit?  |  |
| NNN |  |

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| **Benefit 3**  |
| NNN |
| On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit? |  |
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| **Benefit 4**  |
| NNN  |
| On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit?  |  |
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| **Benefit 5**  |
| NNN |
|  On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit? |  |
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| **Benefit 6**  |
| NNN |
| On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit? |  |
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| **Benefit 7** |
| NNN |
| On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit? |  |
| NNN |  |

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| **Benefit 8**  |
| NNN |
| On a scale of 0-5 with 0 being “not met” and 5 being “fully realised”, how would you rate the realisation of this benefit? |  |
| NNN |  |

### Quantifiable measures based on elimination of waste

Where possible, please provide facts and figures for each of the two quantifiable measures.

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| **Product/strand** | **Time savings** | **Reduction in material costs** |
| **Paper** | **Printing** |
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| **Other comments *(including further enhancement ideas)*** |
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| **Other comments *(non-functional eg performance)*** |
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### Version History

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| --- | --- | --- | --- | --- | --- |
| **Version no** | **Drafted by** | **Date** | **Audience** | **Approval****date** | **Reason** |
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