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**Sparta
Systems**



Guidebook to Digital Cloud QMS

6 steps to a successful cloud
conversion journey

On the journey to proactive quality, many organizations discover that the fastest route is a digital one. A high-performance, cloud-based quality management system (QMS) can help your company pull ahead of the competition, thanks to—



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Fast, affordable scalability
- 

Advanced quality data insights, analytics and reporting
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Support for global harmonization & optimization of quality processes
- 

Easier integration across sites and with partners and suppliers
- 

Leveraging AI for proactive quality, improving productivity and reducing cycle times

For companies that are used to an on-premise QMS, transitioning to a digital cloud solution is a big decision. Want to take that step, but not quite sure how to get where you want to go? Don't worry: You don't need to make the journey alone.

After more than 25 years helping hundreds of global customers reach their quality management and compliance goals, the experts at Sparta Systems understand how to navigate the route to proactive quality. We've assembled this short guide to give you a preview of the mile markers—and potential roadblocks—you'll pass as you move from an on-premises system like TrackWise to a cloud-based solution like TrackWise Digital.

Ready? Let's hit the road!





Determine Your Destination

You have big goals for your QMS upgrade. But it's the specifics that help you reach and measure the success of your quality efforts. Before you do anything else, evaluate your current quality processes and pin down these important details to ensure that your conversion plan is complete.

- Set specific goals for the conversion. These goals should include the date you want the new digital QMS to go live, which quality processes you want to enable through the system, what those processes will do, and who will be responsible for monitoring them.
- Identify all the stakeholders that will be involved in the conversion project. Include executive sponsors and quality champions as well as decision-makers from your quality, operations, IT, and regulatory teams.
- Allocate dedicated resources for the full conversion lifecycle. Who will be on the conversion team? What resources will they need, and when? Make sure to clearly communicate the priority status of the conversion.
- Determine who in your organization will manage TrackWise Digital on a day-to-day basis once the conversion is completed. Also decide what level of training and support you'll need to put in place leading up to, during, and for at least the first year after deployment.

Sparta's Travel Tip: Take a Planning Workshop

Sparta Systems offers planning workshops for customers preparing for TrackWise Digital. As part of these events, Sparta experts will help you meet these goal-setting requirements.



Plan out Your Processes

As you set goals for your conversion to a digital QMS, be sure to create a detailed plan for the processes you want to manage through your new system. For TrackWise customers, this process involves these steps:

- Identify the quality processes you currently use in TrackWise.
- Decide which process you want to maintain in TrackWise Digital and which present an opportunity for optimization with other business units (see Travel Tip).
- Work with Sparta experts to determine which of these processes can be implemented quickly through TrackWise Digital Quality Process Accelerators (QPAs), supporting industry best practices and regulatory requirements.
- Evaluate your current reporting and decide which reports can be replaced with TrackWise Digital's enhanced dashboard capabilities and proactive insights.

Sparta's Travel Tip: Think Globally

Consider the multiple business units that can benefit from your digital QMS solution. Now is the time to plan for consolidation and optimization of disparate QMS systems and quality processes across the organization. And, TrackWise Digital has multilanguage capabilities to support diverse global organizations.



Identify Integrations and Automations

Easier integration—with related enterprise applications, shop floor systems and other types of infrastructures—is one of the strengths a digital QMS. Now is the time to determine where you want to take advantage of these capabilities.

- Which systems and processes will you integrate with your QMS?
- How will you perform the integrations? For example, will you use a tool like MuleSoft®?
- Would you benefit from using the solution for eReporting (e.g. For the FDA Electronics Submission Gateway and/or EU MIR)?

**Sparta's
Travel Tip:
Start with a
Solid Platform**

TrackWise Digital is built on the Salesforce platform, one of the world's leading development environments. This reliable, robust foundation makes it the perfect vehicle for integration with ERP, CRM, LIMS, and other systems throughout your enterprise and supply chain.



Consider Conversion Points

Next, it's time to plan the finer points of your conversion from an on-premise solution to a fully cloud-based one. For example, TrackWise Digital features a user-friendly dashboard that enables users to surface the data that matters most to them, in real time. It also offers enhanced data insights that provide better visibility into your quality processes. That capability reduces or eliminates the need for many of the reports you might use now.

- How will you manage data differently? Define your data retention plan and decide how you want to approach legacy data. Will you move it to the new system or store it in a centralized data lake? Will you retain a read-only version of your current system? Will you archive any data records?
- How will you manage data and configurations in your new QMS? If you're converting from TrackWise to TrackWise Digital, will you take advantage of QPAs, for example? Now is also the time to define user rolls to take optimal advantage of the enhanced dashboards.

**Sparta's
Travel Tip:
Automate
Conversion
with
TrackWise
Transfer**

Existing TrackWise customers converting to TrackWise Digital can take advantage of Sparta's TrackWise Transfer solution, which helps to automate the conversion of data and configuration of your new solution and mitigate areas of risk during the conversion process.





Get Ready to Go Live

Your destination is almost in sight! But you have one major decision to make: Will you schedule your go-live to occur as a phased approach or one-time event? Many organizations think that a phased approach is necessary, but that isn't always the case, especially if you choose to use TrackWise Digital QPAs or if your deployment doesn't include extensive customizations.

Sparta's Travel Tip: Include a Validation Plan

Validation is a major aspect of any new QMS. To minimize validation efforts, Sparta suggests deploying TrackWise Digital with minimal changes, focusing on speed to value, then. QPAs enable most customers to get up and running—and validated—quickly.



Bring Other Travelers up to Speed

The final milestone in your planning process should be to determine how you will manage onboarding, training, and support for your new QMS.

- Who will need training? Identify admins and end users by role and level of access.
- When will you perform training? Starting sessions in parallel with implementation can help to ensure a successful go-live.
- How will you onboard additional business units, external partners, and suppliers?
One advantage of a cloud-based QMS is the ability to gain visibility across the entire production lifecycle. If you don't plan on onboarding—and if necessary, training—resources across your supply and distribution chains, you aren't getting full value from your digital QMS.
- What level of vendor support do you want to maintain?

Sparta's Travel Tip: Take Salesforce Trailhead Training

Be sure to explore the full spectrum of training offered by your QMS vendor. In addition to in-depth online and classroom training from Sparta, TrackWise Digital users and admins can take advantage of Salesforce Trailhead training.

You're on Your Way

Once you've mapped out your journey to a cloud-based QMS, be sure to choose a travel partner with plenty of expertise and the ability to streamline the process. Sparta offers extensive support for TrackWise Digital customers, from the first planning step through deployment and beyond. And with TrackWise Digital's SaaS model, you automatically get continual improvements and annual updates to keep your QMS current with the latest technology and compliant with changing regulations and industry needs.

Ready to hit the road? Contact Sparta Systems for a free demo of TrackWise Digital.



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Sparta Systems, a Honeywell Company, is the world's premier provider of cloud and on-premises quality management software. For nearly three decades, companies in the life sciences have relied on Sparta for the innovative tools, analytics and expertise that speed up quality and compliance.

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