



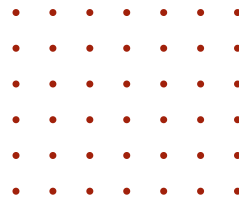
WORKLOAD ALLOCATION MANAGEMENT SYSTEM (WAMS)

SERVICE DEFINITION DOCUMENT

G-CLOUD 15

Simitive Workload Allocation Management System (WAMS)

Service Description



Simitive's Workload Allocation Management System (WAMS) offers a data-driven approach to planning and managing academic and professional workloads.

The Simitive approach ensures successful deployment of the WAMS solution through proven methodologies encompassing, data discovery, implementation, deployment and support. The Account Management and Client Success teams work with you to develop insights to support informed decision-making and organisational resilience.



WAMS Benefits

- ✓ Promotes equitable, transparent and consistent approach to allocation and management of staff workloads.
- ✓ Visualisation of workloads across all activities.
- ✓ Workload and activity forecasting based on service demand.
- ✓ Scenario planning for workload demand prediction.
- ✓ Development of a single combined workload dataset.
- ✓ Support for interdisciplinary and cross departmental initiatives.
- ✓ Role-based access controls based on organisational hierarchy.



WAMS Service Features

- ✓ Understand the future workload requirements based on market trends.
- ✓ Model initiatives including changes to curriculum, delivery and other criteria.
- ✓ Identify short- and long-term staffing gaps across the organisation.
- ✓ Understand the direct cost of delivery.
- ✓ Trend analysis and comparison of delivery models.
- ✓ Utilising modern technology to gain key data insights.

The Simitive Approach

Simitive has a proven track record in successfully implementing workload allocation management solutions demonstrating our industry experience and expertise.

Strategic workload planning is critical and is one of the foundations of a healthy high performing academic environment. University guidance documents consistently emphasise its importance for fairness, sustainability and institutional success.

Traditional approaches to workload planning are often slow, manual and heavily reliant on fragmented information, which makes them ill-equipped to support modern decision making. These methods often lack integrated data and real-time analytics; they cannot provide the depth of insight needed to anticipate or model shifts in market demand. As a result, organisations are left reacting to change rather than strategically planning for it, limiting their ability to allocate resources effectively or respond with agility.



Our proven approach consists of 5 workstreams:

- 01 Data Discovery and Model Specification.
- 02 Configuration of Activities and Data Sets.
- 03 User Acceptance Testing.
- 04 Sign Off, Training and Deployment
- 05 Support Services

This proven methodology enables a holistic understanding of current and future workload demands by:

- ✓ Creating one consolidated view of activity and workload data.
- ✓ Enabling scenario planning and what if analysis.
- ✓ Providing insights into utilisation rates and gap analysis.

Data Discovery & Model Specification

Understanding your data and the workload model and tariffs is crucial to support your objectives effectively. The Simitive team help identify sources, validate quality and readiness for import into Simitive WAMS. During the implementation plan, we will:

- Work with you to investigate data availability owners and sources through workshops and outreach.
- Send data templates to collect the agreed data sets.
- Review the data quality and work with you to resolve any issues.



Configuration of Activities and Data Sets

Simitive implementation experts will configure Simitive WAMS. During the implementation phase we will:

- Brief senior leaders on WAMS concepts and the value that can be derived from the product.
- Create activities and staff data with agreed tariffs and allowances. Any agreed custom data sets including financial, and EDI will be imported.
- Set-up roles and permissions to ensure data integrity.
- Test the functionality with a core group of users and implement required changes.
- Conduct role specific training sessions on functionality and how to interpret analytics.
- System handover for end-user deployment
- Transition to account management, client success, and support teams for BAU

