



SYSTEM SELECTION BROCHURE

Your HR, Payroll & Finance
Digital Transformation Experts



The current challenges you face

First things first, let's figure out what is not working and why it might not work before we jump into even thinking about selecting a new system for your business.

You can tell us if we're wrong in thinking that you face several, if not all, of the challenges below:

- HR, Payroll or Finance software that is no longer fit-for-purpose
- You receive poor support from your current system vendor
- You're manually completing tasks that could be automated
- You're unsure which source of data is the most reliable, and it's stored in several places
- The system you're using doesn't or is unable to integrate with the other software in your business that you need it to

Sound familiar? You're not alone, and we've heard it all before.

If you're looking to optimise the functionality of your current system, we can help, or if you think you might need a new system and have outgrown your current one, we can still help.

The solution you're looking for

The tech market is overwhelming at times, especially with so many options available to you with seemingly similar functionality.

The right solution for your business might not immediately be apparent, and that's where we step in. We'll help you carefully consider your options once we've assessed your needs together, deciphering between the must-haves, could-haves and nice-to-have modules and functionality.

'I could do this myself, why do I need help from Phase 3?' you might ask.

Great question. Choosing the wrong system, or even worse, implementing the wrong system, is an extremely costly mistake. By working together, we can help you avoid:

- Up to £100k in unnecessary software payment fees*
- Up to £30m in unsuitable HR, Payroll and Finance systems*
- Independent reviews and investigations into errors

Through our System Selection service, you will identify the right HR, Payroll or Finance software for your business, confident that all of your needs have been identified and any new technology sought will fulfil those needs.

The advice we provide is impartial and unfettered. As we are independent from vendors and stand back from the market, we can provide an objective view of what will work for your business.

The other upside of using our service is that you control how much or how little support you want from us, so we can cover all or only some of the below:

- Refining pre-selection and procurement criteria
- Speaking to software vendors on your behalf
- Due diligence checks, initiating [software implementation](#) and providing/sense-checking business process documentation

The results you need

You need a HR, Payroll or Finance system that is right for your business. In practical terms, that will result in fewer manual tasks, a single source of truth for your data and software that integrates with other systems in your business.

We will also review the internal processes that coincide with your technology so that these are more streamlined, you'll be able to act upon reliable data and business insights, and we'll free up internal resources that would have otherwise been wasted using archaic and laborious software.

You'll be partnered with a vendor that is aligned with your values and supports you in a way that works for you, in addition to being able to cut through technical jargon and be able to follow a clear roadmap of what you're trying to achieve.

Phase 3 can help you achieve all of this.



Our proven methodology

Business Process Review

Comprehensive analysis of current workflows and design of optimised future state processes

Market Engagement

Strategic development of vendor longlist based on industry expertise and preliminary capability assessment

System Demonstrations

Tailored product showcases featuring your real-world scenarios to validate practical functionality

Final Decision

Evidence-based selection process with comprehensive contract review and negotiation support, ensuring the chosen solution can evolve to meet the needs of a growing organisation



Discovery Phase

In-depth stakeholder workshops and systematic requirements gathering to ensure complete alignment, with careful consideration of future needs to support organisational growth

Vendor Analysis

End-to-end RFP process facilitation with structured evaluation frameworks and detailed response assessment

Contract Negotiations

Professional contract review and negotiation support to secure optimal terms, pricing, and service level agreements

We believe you've found the best software consultancy because:

You will be put in a position that is future-proof and backed by a proven methodology rooted in deep industry knowledge and a profound understanding of how these systems work.

You'll receive sensible and appropriate advice, not a tick-box answer from a rigid and outdated step-by-step process and you'll benefit from exclusive partner pricing through our negotiations with vendors on your behalf.

Our complete wraparound care means you'll be supported from the initial discovery about what you need from your technology, all the way through to helping you manage and maintain the software on a daily basis.



Our excellence in Digital Transformation

Our consultants hold the highest accreditations in their field and are award-winning. They come from HR, Payroll and Finance backgrounds so they understand the context in which these softwares are used and thus, they know how to get the most out of them in practical terms.

Every consultant is enrolled onto our Consultancy Development Pathway to ensure they are continually honing and developing their skills and expertise. We work to the highest industry standards and always seek to implement best practices.

We've been supporting businesses like yours for some time now, serving over 700 UK businesses for over 21 years and an esteemed roster of clients who love our work.



Building
stronger
families



The University of Manchester

Miele

UNIVERSITY of
STIRLING



We abide by strict compliance and governance guidelines, so the latest compliance and regulations are guaranteed.

Don't just take our word for it



"Phase 3's advice was clear and unbiased, but what was most valuable was their wider industry knowledge and honesty in what we could and should expect from a system. We are now implementing the system Phase 3 recommended, and we feel so confident in the decision and investment thanks to their diligent work throughout the research phase. I wouldn't hesitate to recommend their system selection services to anyone considering a change – their fresh perspective really transformed our decision-making for the better."

- Justin Johnson, HR Director, Elior





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Phase 3

* Source: [Unison, 2024](#)

