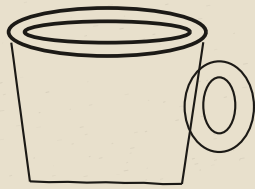


ON THE CRITICAL PATH



A Day in the Life of a Technology Consultant

ISSUE 0070

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HANDOVERS OPEN UP NEW WORK

Separate reporting gives preparation and follow-through their own visibility.



A delivery team has completed its AI-assisted briefing pack and handed it to the colleagues preparing the client recommendation.

The pack brings together a summary, supporting slides and a proposed conclusion. The receiving team is now establishing which project assumptions were used, locating the underlying evidence and checking how the conclusion follows from it.

To keep responsibilities clear, this activity will be recorded as follow-through under the receiving team's work plan. The original pack remains a completed preparation item. Both teams can therefore report accurately against their own assignments. Preparation is complete; follow-through has been scoped and assigned.

Where the receiving team identifies a point that needs rebuilding, it should raise a new task rather than reopen the original preparation item. This will preserve the record of what was delivered and make the additional effort visible. The next progress report will include both the completed pack and the work it has enabled.

TOP TIPS

- 1 Make your estimate more precise. Add a decimal place before sending it to Finance.
- 2 New to the project? Build credibility quickly. Refer to decisions made before you arrived as “what we agreed”.
- 3 Protect your team's contingency. Give it a deliverable name before the budget review.

CONSULTING LEXICON

Working assumption

A statement that may be challenged until it has been used in the budget.

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