



Getting Started

Your Implementation Journey

Most customers are up and running in just 4–6 weeks.
Here's what the journey typically looks like.

tangelo-software.com

From kick-off to your first reporting cycle

Every implementation is tailored to your reporting process, but follows the same proven methodology. The timeline below shows what happens, what Tango takes care of, and where your team is involved—so you know exactly what to expect from day one.

↓ Phase	? What Tango does	👤 What you'll do	📄 Deliverable
1 Design & Planning (1.5 weeks)	Project kick-off, implementation planning, review of design assets and published reports, data source analysis and mapping, SSO briefing, document type design.	Participate in onboarding, provide design assets and published reports, coordinate data source mapping, initiate SSO configuration.	Approved implementation plan, document type design, data mapping approach, and implementation environment prepared.
2 Configuration & Draft O (3.5 weeks)	Configure document types, implement Excel data connections, configure SSO, create Draft O of the Report, configure ESEF.	Prepare Excel data sources, support SSO implementation, coordinate Draft O review.	Configured document types, connected data sources, and Draft O available for review.
3 Validation & Acceptance (0.5 weeks)	Validate document types, test data synchronization, test ESEF functionality, test SSO, resolve findings.	Validate the configured solution, participate in testing, approve document types.	Validated solution accepted for deployment.
4 Training & Production Readiness (0.5 weeks)	Deliver role-based training for contributors, reviewers, Finance users, and administrators. Prepare the production environment.	Participate in training and confirm operational readiness.	Production readiness — users trained and ready to begin reporting in Tango.
5 First Reporting Cycle Support	Provide hands-on support during the first reporting cycle, assist with ESEF production, answer user questions, and implement minor configuration refinements where appropriate.	Produce the first Report using Tango with support from the implementation team.	Successful first reporting cycle and transition to standard support.

Role-based Training

Designed for rapid adoption

Every training session is tailored to the responsibilities of each user group, ensuring your reporting team becomes confident and self-sufficient as quickly as possible.

Role	Duration	Number of sessions	Max participants
Contributor	2 hours	1	15
Reviewer	1 hours	1	15
Finance	1 hours	1	15
Administrator	1 hours	1	15

Notes

- Training sessions are delivered remotely unless agreed otherwise.
- Training sessions are recorded and can be reused for onboarding additional or future users.
- Additional training sessions can be provided upon request.



What we'll need from your team

We do the heavy lifting. Your team's involvement is primarily focused on providing business knowledge, validating the solution, and participating in training. The table below outlines the typical activities and expected level of effort.

Responsibility	Primary owner	Typical effort
Data source preparation	Finance (and other departments connecting to data sources)	24 hours (per team)
Provision of design assets and previously published reports	Corporate Communications / Investor Relations	4 hours
SSO configuration	IT	8 hours
Participation in training sessions	Users	1-4 hours (per user)
Validation of configured document types	Corporate Communications / Investor Relations	4 hours
Project coordination	Corporate reporting team	24 hours

Transition to Customer Success

Once your first reporting cycle is complete, your team transitions seamlessly to Tangelo's support organization, with ongoing assistance available throughout future reporting seasons.

Take the next step

Now that you know what implementation looks like, explore the platform and see how Tangelo supports your reporting process in practice.

Links:



Where you'll find us

Europe
Rotterdam (main office), Zeist, The Netherlands

Central & Eastern Europe and DACH
Prague, Czech Republic

Nordics
Helsinki, Finland

UK & Ireland
London, England

Australia & New Zealand
Sydney, Australia

Asia
Taipei, Taiwan

Sub-Saharan Africa and MENA
Johannesburg, South Africa

Contact us

Contact us or reach out to your regional Tangelo director.

tangelo-software.com