4 Easy Steps

to Launch Your

Software Project

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Introduction

In the beginning, finding the right team may feel like a huge challenge. It may appear to take a lot of time and effort but in fact, a good outsourcing partner makes it as easy as 1-2-3. **Staff augmentation** will be the right match for you if your existing team lacks **technical knowledge** or **free resources**. It is a great way to **speed up** your development without the need to micromanage.

An experienced Software Development House can provide you with an experienced mixed-level **development team**, **designers** and **QA engineers**, all aligned with your requirements. Outsourcing provides you access to an international talent pool with expert IT professionals addressing all your product development needs. You also gain a competitive advantage all that while saving time and money.

Although this **10 day process** is feasible, we cannot 100% guarantee it as there are many variables we have to take into consideration.

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24 hours/ 1 day

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72 hours/ 3 days

On Your Way to the Project Kick-Off
72 hours/ 3 days

Phase 4

Kick - Off
10th day

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24 hours/ 1 day

Phase 1

Getting in Touch

Where Your Time Matters

▶ **FILL IN THE ENQUIRY FORM** - an early description of your project will allow the Selleo Sales Team to conduct an initial assessment. Some **crucial areas** to cover are:

- **Domain or type of service** (e.g. E-learning, Medtech, Real Estate, Fintech, E-commerce)
- **Timescales for your project** - when would you like to start, are you looking for a short-term relationship or long-term support?
- Do you have any **preferred technology**? You may have the existing application that you want to upgrade or enhance. You might also want to build a product from scratch.
- Do you have your **own in-house team** that you wish to augment or would you rather hire a full-fledged independent team?
- Do you have your **service specification (mock-ups, user stories)** - in the form of a document we could review or would you like to work it out together with Selleo Team? You may simply attach the document to your enquiry.

▶ **SELLEO SALES TEAM WILL RESPOND TO YOUR ENQUIRY WITHIN 24 HOURS PROVIDING**:

- **Invitation to book a Calendly Meeting** that will enable us to learn more about your project and conduct the project assessment
- **Portfolio/ domain reference** and a note on our experience corresponding with your project
- **A profile of Client Team Leader** who will carry the conversation technology & service wise

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48 hours/ 2 days

Phase 2

Project Requirements Analysis

Are We a Good Match?

▶ **A DISCOVERY TELCO WITH OUR CLIENT TEAM LEADER SUPPORTED BY SALES MANAGER FOR ANY BUSINESS-RELATED MATTERS**

This Power Couple's mission is to lead you through the Discovery Phase. You will have a chance to learn more about Selleo, our team and our offering. We will have an opportunity to assess the project scope, review and discuss the service specification. These activities may take place during the first meeting or through a series of consultations. We simply need to make sure we have all the necessary information to prepare an estimation of workload and cost for your acceptance. Remember - an explicit guesstimation stems from good documentation i.e. a service specification based on a feature list and prior merit business talks. We may also work out the list of features you wish to have on your application using the existing products as an example.

▶ **SELLEO TEAM PREPARES A GUESSTIMATION**

A ballpark figure and timescale well wrapped into a Customised Proposal. The standard elements of this evaluation are product features, timeframe for each feature, team details, budget and additional costs.

▶ **AGREE ON MVP KEY FEATURES**

Once the Guesstimation is ready, it is beneficial for both parties to walk through it together and agree on the most crucial features for the Minimum Viable Product (MVP) achievable within the first 3 months of the development. This stage may require team presentations and interviews where necessary.

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48 hours/2 days

Project Requirements Analysis

▶ **APPROVAL TO GO AHEAD WITH THE PROJECT**

Once the MVP scope has been agreed on we may smoothly proceed to the next stage involving signing a Contract.
Remember - only once the Service Agreement has been signed, we may book the team for our project.

Project Requirements Analysis

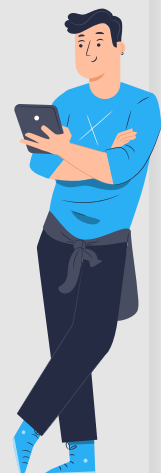A discovery Telco with our Client Team Leader supported by Sales Manager for any business-related matters

Selleo Team prepares a Guesstimation

Agree on MVP key features

Approval to go ahead with the project

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72 hours/3 days 🕐

Phase 3

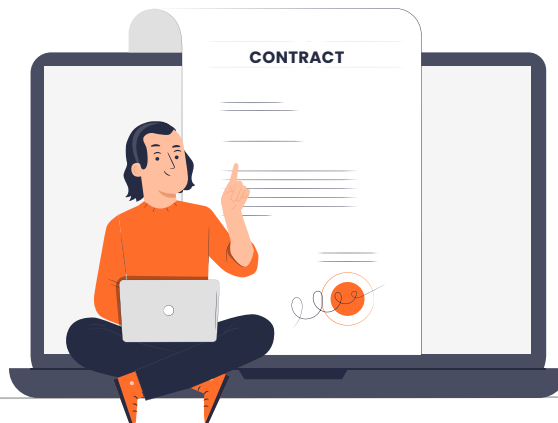# Pricing and Contracting

Let's Meet Halfway

▶ **THERE ARE A FEW MAIN AREAS TO FOCUS ON WHEN AGREEING ON THE CONTRACT TERMS**

- **Legal jurisdiction** - our contracts and service delivery are governed by the law of your country
- **Confidentiality** - we offer an NDA template and are also ready to sign yours
- **Client ownership of IPR** - we transfer IP onto the client on an exclusive basis except for existing Open Source components the client chooses to use
- **Pricing model** - working with a time-and-material provides a chance to be reactive to the process and make adjustments to the workflow anytime. You can give regular feedback in response to what is actually happening and you can simply change priorities quickly when required. This model is appropriate in situations where scope and specifications are difficult to estimate or needs to evolve rapidly.

▶ **THE SIGN-OFF**

We usually sign the Contract via AdobeSign but are equally comfortable with your suggested method. We may use the Selleo Contract template yet again - we are equally comfortable with yours.

72 hours/3 days 🕐

Phase 4

On Your Way to the Project Kick-off

A To-Do List

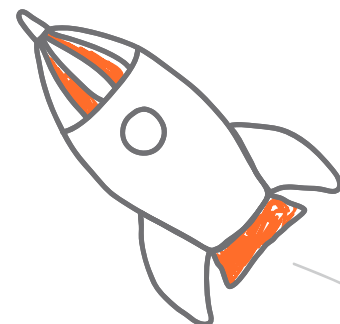▶ **SET UP AND AGREE ON THE COMMUNICATION CHANNELS**

Set up and agree on the communication channels Your Project Manager and our Team will be using. We would usually suggest using such tools as Trello, Pivotal Tracker and Slack but we are flexible and can adjust to your preferences. This stage also involves preparing code repositories and account accesses.

▶ **QA WILL REVIEW YOUR PROJECT DOCUMENTATION**

Our QA will review your project documentation, it can be in a technical style for testing scenarios or in the style of a business guide. If you don't have any of such, our QA will prepare it since it is going to be an integral part of your project data. It will be essential in such cases as project handoff and code quality maintenance.

▶ **INFORMATIVE EMAIL**

As soon as the contract is signed by both parties, we will send you an informative email with a guide on the next steps in the process. You will be introduced to our Finance Department to arrange the first payment on the invoice.

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72 hours/3 days

On Your Way to the Project Kick-off

▶ **ARRANGE THE PROJECT KICK-OFF MEETING**

The Client Team Leader i.e. your Selleo point of contact will be in touch to arrange the project kick-off meeting. The main point of contact at your end will from now on be collaborating closely with our Client Team Leader, creating and reviewing the milestone specifications. Your Project Manager will also provide customer and user feedback on an ongoing basis for a successful development process.

▶ **INITIAL PRODUCT BACKLOG**

We will work out the initial product backlog. It should cover the first three or four sprints of dev work. You may be able to prepare it independently or with your in-house team. This could also be done by our Client Team Leader on the basis of the estimation and prior mutual discussions.

Final thoughts

Well, here it is: all the essential information you need if you're thinking of outsourcing your software development. There's a whole world of possibility out there—you just need to reach out for it. We've been in the software development outsourcing business for more than 15 years now , with well over 70 projects successfully delivered under our belt. Feel free to reach out to us if you believe there's any way we can help you out with your software projects.

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Scale your development, design and build great apps!

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REVIEWED ON
Clutch ★★★★★
24 REVIEWS

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