

### Service Description:

Affinity has developed an Open Source based system called FAS Flexible Assessment Systems.

Affinity is offering this Drupal based solution as a licence free application that we will Install, configure and customize (if need be) to suit your exact requirements. We can offer cloud based hosting with a web based browser user interface that is multi device compatible.

This system has been designed specifically to cater for on-line assessments and started life specifically in the First Aid sector. However we are now seeking a wider audience for our solution.

As well as customers in the First Aid sector, Affinity is keen to share FAS, our knowledge base and experience with other organisations specifically in:

Compliance Suitability Health and Safety Fire Risk

We can share with you working examples of our application and offer FOC consultations and prompt guide prices for budget setting.

What does FAS do?

The best way to demonstrate FAS is via our case study Please see:

# CASE STUDY: www.affinity-digital.com/casestudy/fas

Why FAS and Affinity?

Affinity offers consultancy, configuration, implementation, custom module development, hosting and support services to help your organisation make the most out of its FAS implementation.

Consulting: Affinity can help you take your first steps towards a FAS implementation. From ROI studies, cost benefit analysis, requirements gathering to business architecture and IT architecture, Affinity can help you all the way to ensure a smooth implementation.

Configuration, development and implementation: Affinity can help you achieve cost effective solutions to meet and even exceed your assessment requirements. Affinity can help you identify, configure and enhance the existing solution. Where requirements cannot be met with existing modules, Affinity can develop custom modules and help plan your implementation with minimal impact on your business.

Support and maintenance: Affinity can assist you in getting most out of your investment. Our highly experienced resources have all the tools and knowledge to analyse your FAS environment and suggest enhancements, changes and tweaks to optimise your implementation.

Migration: Affinity can help you migrate from legacy systems to FAS.

The same version of FAS can be used either on-site or online. At Affinity, we are committed to open source philosophies and give the freedom of choice to our customers helping you decide what is best for you.

Head Office: Charles House, 18-21 Charles Street, Truro, Cornwall TR1 2PQ England Client Services Centre: 1 Bell Street, Maidenhead SL6 1BU England



### Affinity:

Affinity has been successfully operating since it was founded in January 2004 (winning best new business of the year at the 2005 CBAs and numerous awards since). It has recently achieved significant organic growth (despite the current global market difficulties) with sales revenue increasing year-on-year and into the current financial year - cementing its strong financial standing. The company remains independently-owned with a strong balance sheet and order book.

Putting the customer first is at the core of what we do. Only if the customer is satisfied will we have achieved the right result. And it is only through creativity and innovation that customer satisfaction can be ensured. Meeting the needs and demands of the customer always, in our experience, involves going the extra mile – finding often unexpected solutions to emerging requirements and challenges

Head Office: Charles House, 18-21 Charles Street, Truro, Cornwall TR1 2PQ England Client Services Centre: 1 Bell Street, Maidenhead SL6 1BU England



# Affinity's Processes:

# Affinity Project Management

Affinity is in an excellent position with its multiple methodology offerings. We recognise that there is not a "one shoe fits all" approach to delivering successful projects and have developed and matured our own processes to match the differing needs of our diverse client base.

Our mainstay method utilises a core iterative development team following tried and tested Scrum agile principles. We have tailored the entry points to this core competency to enable us to support everything from formal "waterfall" engagements to "full agile" projects and most things in-between.

Ultimately we have modelled our approach to suit the needs of our clients rather than dictating one specific engagement process; we can fit in where you need us and deliver in a way that gives you the most benefit. As a key to this, early in any engagement we help our customers understand their own strengths and competencies in project processes and produce an offering that dovetails into a customers' organisation rather that being at odds with it.



### Affinity Waterfall

Many of our clients are seeking a traditional waterfall engagement and we equally welcome that approach. If there are no significant uncertainties in your own requirements, we will work with you in an elaboration phase to formally detail them together. Once defined, we will happily deliver against a set budget and specification. We add some further value to this approach by vertically or functionally dividing up your requirement in-house and iteratively developing it within our Core team. This means that change control can be managed better (and minimised) should your documented vision change or something unexpected happens.

Head Office: Charles House, 18-21 Charles Street, Truro, Cornwall TR1 2PQ England Client Services Centre: 1 Bell Street, Maidenhead SL6 1BU England



### Affinity Agile Hybrid

We are realists – we know that a full Agile engagement across company boundaries is hard to achieve and also in an uncertain world that Waterfall requirements can and do change. Unless an organisation has reached a reasonable level of Agile 'maturity' it may actually be culturally or organisationally impossible for them to work in a fully Agile way. We can solve this and we will do this in two ways:

# 1. An 'out of the box' approach to technology.

We will select and propose suitable open source packages, modules and templates that we believe can cleanly offer the solution that you are seeking 'out of the box' without the need for fundamental code writes at a low level. We promote taking this more straightforward approach to technology choice so that we can deliver you business value as soon as possible rather than building something from scratch.

Any package solution will require levels of configuration and customisation, however if the underlying business processes that they offer do indeed deliver your needs, then there is no need to re-specify those processes in agile story cards, and carry out a detailed business process mapping before we can start delivery.

# 2. A lightweight Agile backlog

Tied neatly to the above, we will embed our own agile expertise into your project and guide some of the Analyst and Product Owner activities particularly in the early iterations. Most importantly as we will have proposed technologies that minimise the need for the detailed requirements work that consumes a lot of time, you will be able to step back a little from the daily refinement and story breakdown work that would be present in a typical Full Agile engagement and predominantly focus on acceptance of the project deliverables at the end of each iteration.

#### Affinity Agile

Our full Agile project process works on an iterative backlog definition and refinement cycle that feeds into our core development scrum process. This is an industry standard approach and as well as operating perfectly on its own, can also plug into large-scale Agile programme methods such as the Scaled Agile Framework (SAFe).

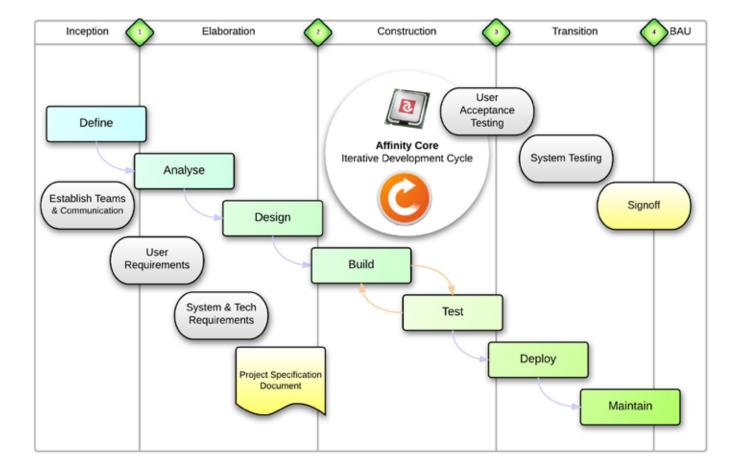
This highly collaborative approach puts your project at the heart of our company and delivers a cohesive end to end process from your Project Roadmap, Product Owners and Analysts downwards. We will justifiably have high expectations of your consistent daily engagement with us in stand-ups, refinement sessions and story-card workshops to make your project a success.

Head Office: Charles House, 18-21 Charles Street, Truro, Cornwall TR1 2PQ England Client Services Centre: 1 Bell Street, Maidenhead SL6 1BU England



# Affinity Agile

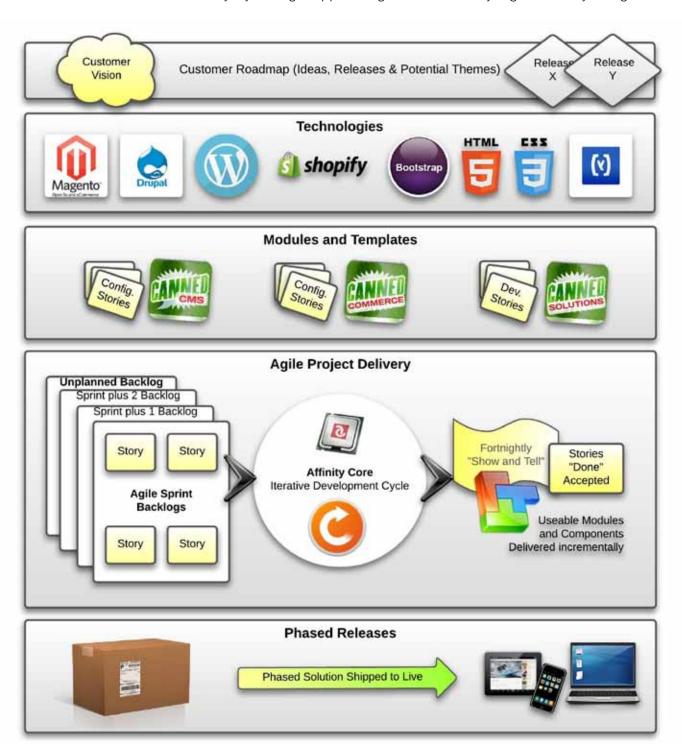
For a full definition of Affinity's Waterfall approach go to: www.affinity-digital.com/waterfall





### Affinity Hybrid Agile

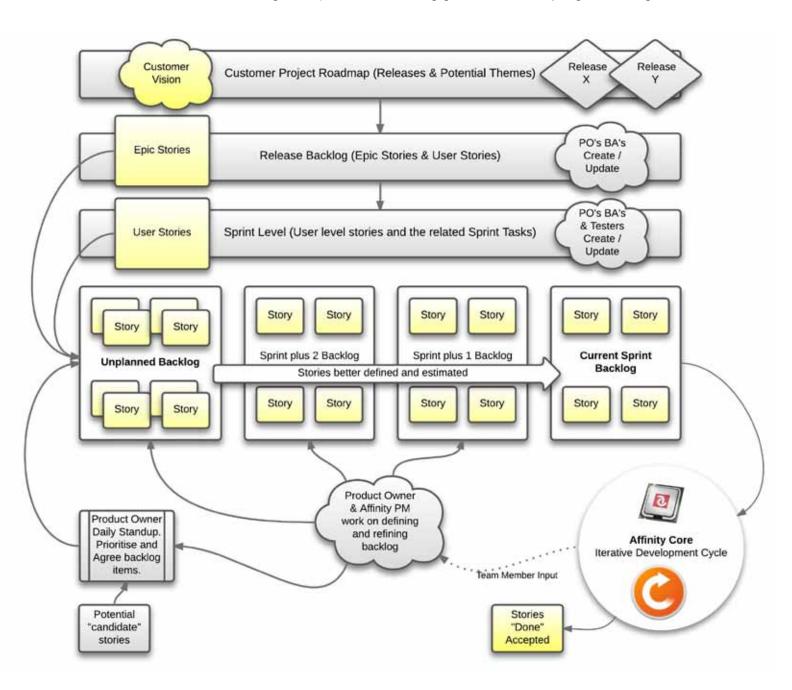
For a full definition of The Affinity Hybrid Agile approach go to: www.affinity-digital.com/Hybridagile





# Affinity Full Agile

For a full definition of The Full Agile Requirements Backlog go to: www.affinity-digital.com/agile



<sup>&</sup>quot;Affinity does, from time to time, use freelance (contract) staff on our projects if the scale demands it. These freelance staff are well known to us and are well versed in our processes and procedures."

Head Office: Charles House, 18-21 Charles Street, Truro, Cornwall TR1 2PQ England Client Services Centre: 1 Bell Street, Maidenhead SL6 1BU England



### Who we do it for:

We work with a range of clients using the Open Source platform Drupal FAS via Websites, Extranet and Intranet portals. This is one of the key benefits of Open Source platform Drupal FAS- Its flexibility and scalability.

#### Client and solution of note:

Client: InstructUK

Profile: UK based First Aid Training Publishing and supplies company

Projects: Web Browser based Assessment tool with reporting suite with agent and white lable systems

Platform: open source Drupal with Affinity custom modules

Sector: Health and Safety

Applications: Website Intranet/extranet

CASE STUDY: Please go to www.affinity-digital.com/casestudy/raofan

Head Office: Charles House, 18-21 Charles Street, Truro, Cornwall TR1 2PQ England Client Services Centre: 1 Bell Street, Maidenhead SL6 1BU England



### Affinity's Associated Services:

### Business Analysis

One of the most critical components of the affinity team are the web business analysts. Without this crucial role, our Developers and Project managers will be unable to effectively complete their tasks. A web business analyst identifies the needs within an organization that correspond to the sphere of the online world. They are also charged with determining an appropriate course of action or solution depending on needs of the company. "Web Business Analysts are essential to linking the business objectives and the technical capabilities," Our clients want to achieve their goals, but they may not understand the technical limitations in what can be done, in terms of resources, technology, and the time available. Our web business analysts are the link that gives better understanding to both sides.

#### Creative Design Services

We believe that good design is fundamental to any successful project. Making good use of graphic design principles allows us to:

- Create attractive and engaging solutions for our clients;
- Maximise ease of use and facilitate the users' journey through any website or application;
- Enhance and drive forward the client's digital brand in support of their wider marketing strategies.

We focus on the usability of your website, making sure that your customers' interactions with it is enjoyable and without confusing or superfluous obstacles that may cause them to disengage or abandon their journey. By applying these principles to your website, we will be able to deliver against your requirements in a way which will not just enhance your visitors' experience but will also strengthen your brand in support of your wider marketing strategies.

Our design team are fully conversant with the implications of developing a truly fully responsive in design, meaning that whatever platform (screen size and resolution) the website is viewed on. the web page is optimized to deliver the best and most appropriate view of that page. The beauty of 'open source' software and Drupal in particular is that we can demonstrate this technological approach and many of its other features on a 'play before you pay' basis).

#### Use Cases

Well-written use case narratives (or simply "use cases") offer affinity's analysis, development, and testing teams an invaluable guidebook. A use case is a formalized story that describes how someone procedurally interacts with an existing or proposed system and they should be part of every project managers' permanent tool set. Well-written use case narratives (or simply "use cases") offer the analysis, development, and testing teams an invaluable guidebook. A use case is a formalized story that describes how someone procedurally interacts with an existing or proposed system and they should be part of every project managers' permanent tool set.

#### User Journeys

At affinity we ensure we understand the underlying problem before attempting to solve it and then make things simple and intuitive. Acknowledging that the user is not like you and having empathy is the key to a great User Journey. When we really get what makes people tick and why they do what they do, we'll have a much easier time making their visit better.

Head Office: Charles House, 18-21 Charles Street, Truro, Cornwall TR1 2PQ England

t: +44 (0) 1872 321177 w: www.affinity-digital.com

PAGE: 9



# Affinity's Associated Services:

#### User Experience Design

When someone is trying to get something done, they're on a mission. Don't interrupt them unnecessarily, don't set up obstacles for them to overcome, just pave the road for an easy ride. Affinity's UX team will create designs that have intentional and obvious paths that will allow people to complete tasks quickly and freely. We will create a visual hierarchy that matches the user's needs, Provide signposts and cues and of course make actions reversible. Our mantra is - Less is more. It is important to make sure that everything in the design has a purpose. Some things are purely functional; other things are purely aesthetic. But if they aren't adding to the overall positivity of the experience, then we'll take it out. Finally be consistent Navigational mechanisms, organizational structure and metaphors used throughout the design must be predictable and reliable. When things don't match up between multiple areas, the experience can feel disjointed, confusing and uncomfortable. People will start to question whether they're misunderstanding the intended meaning or if they missed a key cue. Consistency implies stability, and people always want to feel like they're in good hands.

### Other Affinity service offerings:

Open Source Website Consultancy
Drupal Development
Wordpress Development
Magento Development
ERP - Implementation
Open Source software Development
Software Integration Specialists

#### Making Contact:

Please call Jonathan Duval on:

Tel: 01872 321177 Mob: 07739 362472

email: jonathan.duval@affinity-Digtital.com