



**Accelerating Success**

**YOU DESERVE A  
PEACE OF MIND**

● **TECHNOLOGY IS NOT ENOUGH**

You know you must transform your contracts generation and signing, but how do you start? How would you measure what are your top three highest priority business problems to solve?

● **KNOW WHERE TO BEGIN**

Ask the right questions to learn what you need to change and what metrics are the most important for measuring success in the changes made.

● **KNOW HOW YOU'LL WIN**

Create a list of your top 3 business processes to improve, know what the design of the initial solution will be and what resources you'll need to succeed...in the matter of days!

We know: It's hard to figure out what's priority in your list of business problems to tackle, or even what metrics to consider for making the decision on the highest priority.

You may feel confused about where to begin and how to get the most value from your choice of signing software to work seamlessly with your internal programs.

In fact, the whole idea concept of defining value can be for very abstract and difficult to pinpoint. There may be a lack of clarity about which areas need to improve first to deliver the highest value.

We help you ask the right questions and use best practices for improving your contracts and signing needs.

As a result, you'll have a decisive plan of your top 3 business processes, how to measure success for their solution, and what your initial design will be.

**3 Easy Steps**

Your time is of great value.

Our goal is to efficiently and quickly create your initial design and list of top 3 priority business processes to automate with your contracting and signing software.

# Rapid Assessment (RA) Data Sheet

Before meeting your assigned ValTeo team, our staff will review your needs internally with them and set up an introductory, remote call with you and your staff.

During this introductory call, we'll review what we learned about your needs and provide an overview of the

## 3 Easy Steps to Your Top Use Cases:

1. Kickoff & Review Requirements
2. Complete an Assessment
3. Review Analysis, Metrics & Recommendations

## Typical Timeline

This package timeline is flexible to accommodate your availability. Typically, your team will be assigned, and the plan delivered within two weeks from their introductory meeting with you.

## Our Promise to You

...is to deliver a plan with immediate value:

- You'll have a team of business optimization experts working to assess your needs
- You'll have the list of your top 3 business processes to improve that you can tackle right away
- You'll know what metrics to use to baseline and track your success
- You'll have the assessment and recommendations done within a two-week period
- You'll have complete access to your assigned team of experts to address any questions about the plan not just during but also after it's delivery

## Deliverables

- **Initial Recommendation**
  - Delivered on the day onsite
  - Provide guidance and recommendation on process changes and technologies to utilize
- **Written Plan that Includes**
  - List of your top 3 business processes to improve
  - Key metrics to measure success
  - Recommended solution design for the top 3 business processes

## Price

\$4,988 (Flat Fee, Fixed Price). Travel and related expenses will be in addition to these fees and billed separately.

*"When we contacted ValTeo Tech, we had no idea what we needed. We had a general idea of how we wanted the process to flow. ValTeo helped us convert our ideas into a practical platform."*

Miguel Colon, CEO, Crescendo Media  
Legal eDiscovery Service Provider

*"We received solid guidance and support as we presented challenging business requirements in re-configuring multiple enterprise processes. Through the engagement we learned how to evaluate our digital options and deploy into production. We cannot emphasize enough how much we value not only the support we received but also the tremendous efficiencies and process improvements the team helped us build."*

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