

# Best Practices For Successful Software Implementation

a **constructivesolutions** whitepaper

Implementing new software can be challenging in a fast growing construction company. Team members are accustomed to tracking projects using their own methods and may be resistant to change.

Successful adoption of new software can not only increase team productivity, but also bring higher revenue and profit margins.

Below are six tips on minimizing resistance and maximizing success when implementing new software.

## [Help Your Team Members Learn Their Way Around The Software](#)

Make sure everyone who will be using the project management software can attend training, is trained by an in-house expert, or has access to training videos and support from your software vendor.

Your team's interaction with the new software will have a huge impact on whether or not the software is successfully adopted. If team members become frustrated or overwhelmed, they may resist full integration in favor of previous methods.

Use tools and resources provided by your software implementation team to make that first step into your new software successful. If your customer success manager offers training calls or walk-throughs, attend them and have your team attend as well.

## [Choose Several Employees To Be Resident Experts](#)

Choosing several employees to become experts in the software means you'll have in-house support for troubleshooting and training others. It also means you'll have individuals who can help answer questions and analyze which additional features may be beneficial to your organization.

### Require Full Software Adoption

One mistake some companies make is using a project management software only for specific tasks or projects. The problem with this comes down to habit formation. It's easier to replace an old habit (such as tracking tasks on a spreadsheet or a paper planner) with a new one (such as using a project management solution) than it is to create an entirely new habit.

If a team member continues to use other methods to track additional tasks outside the project management software, it will be statistically more difficult for team members to fully adopt the new project management software. This is because logging into the software will be an additional step in their daily routine as opposed to a replacement step.

Make sure your employees understand that adoption of your project management software is required and that previous project management tracking tools will be phased out.

### Phased Implementation

The best project management software will have enough tools and functionality to consolidate all of your planning, data, collaboration, and reporting across teams. However, it can sometimes be overwhelming for existing team members to adopt all of the features right out of the gate. If you have an intact team migrating to new project management software, it can help improve uptake to ask them to start using only one or two features at a time.

Consider an extended roll-out. Start with simple features such as task assignment and tracking for six to eight weeks. Then add in standards for file sharing, collaboration, client feedback, and more as the team becomes more comfortable with the new tool.

This technique is most useful when a company is growing quickly and updating operations for better scalability and business intelligence.

### Reinforce Implementation During Meetings

In order for a project management software to be successfully adopted, your team members need to feel full buy-in from their leaders. One of the most important ways to reinforce this is by using the tool during meetings and check-ins. Use it to reference progress, timelines, and expectations.

### Discuss The Benefits

It is difficult for a team to put in the time and mental energy to adopt new software if they don't understand the need for the change. Before, during, and after implementation, it is important to talk about why and how this software will positively benefit the company.

An employee is willing to work harder to adopt a project management solution if he or she knows that doing so will have a positive impact on the business.

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