

# Aubrant Discovery & Onboarding Playbook

A collaborative process  
designed for Faster  
Alignment, Reduced Risk,  
and Accelerated Delivery



# Timeline

	Phase	Timeline	Key Outputs
1	Initial Discovery	Days 1–3	<ul style="list-style-type: none"><li>• Discovery Summary</li><li>• Stakeholder Map</li><li>• Success Criteria</li></ul>
2	Technical Discovery	Days 4–10	<ul style="list-style-type: none"><li>• System Architecture</li><li>• Integration Plan</li><li>• LOE Estimates</li></ul>
3	Onboarding & Setup	Days 11–15	<ul style="list-style-type: none"><li>• Access &amp; Tooling</li><li>• Training Schedule</li><li>• SDLC Alignment</li></ul>
4	Delivery Kickoff	Days 16+	<ul style="list-style-type: none"><li>• Confirmed Scope</li><li>• Project Delivery Board</li><li>• Communication Plan</li></ul>



# Initial Discovery

## Phase 1: Initial Discovery

### Activities:

- Conduct stakeholder discovery sessions
- Document challenges, goals, blockers, and risk areas
- Align on measurement of progress and success

### Artifacts:

- Discovery Summary Document
- Stakeholder Role Map
- Initial RACI Matrix
- Success Metrics Definition



# Technical Discovery

## Phase 2: Technical Discovery

### Activities:

- Client survey covering business goals, constraints, and tech stack
- Architecture sessions with SMEs
- Define key integration points, data flows, and dependencies

### Artifacts:

- As-Is and To-Be Architecture Diagrams
- System and Data Integration Plan
- Tech Stack Recommendation
- Level of Effort (LOE) Estimate with Timeline
- Identified Risks and Mitigation Strategies



# Onboarding & Setup

## Phase 3: Onboarding & Setup

### Activities:

- Provision access to environments, repositories, and credentials
- Confirm SDLC, DevOps, Continuous Integration and Delivery (CI/CD) practices and governance
- Conduct training sessions on client policies, systems, and tools

### Artifacts:

- Onboarding Tracker (Access, Accounts, Tools)
- Security and SDLC Training Checklist
- Environment & CI/CD Documentation
- Communication and Meeting Cadence Plan



## Phase 4: Delivery Kickoff

### Activities:

- Host project kickoff meeting to align on goals and plans
- Finalize delivery methodology (Scrum, Kanban, or Hybrid)
- Launch tracking board (e.g., Microsoft DevOps or Jira) and documentation hub (e.g., Confluence)

### Artifacts:

- Project Delivery Board (issue management system)
- Scope & Roles Alignment Matrix
- Communication & Escalation Protocol
- Risk Register & Change Management Workflow

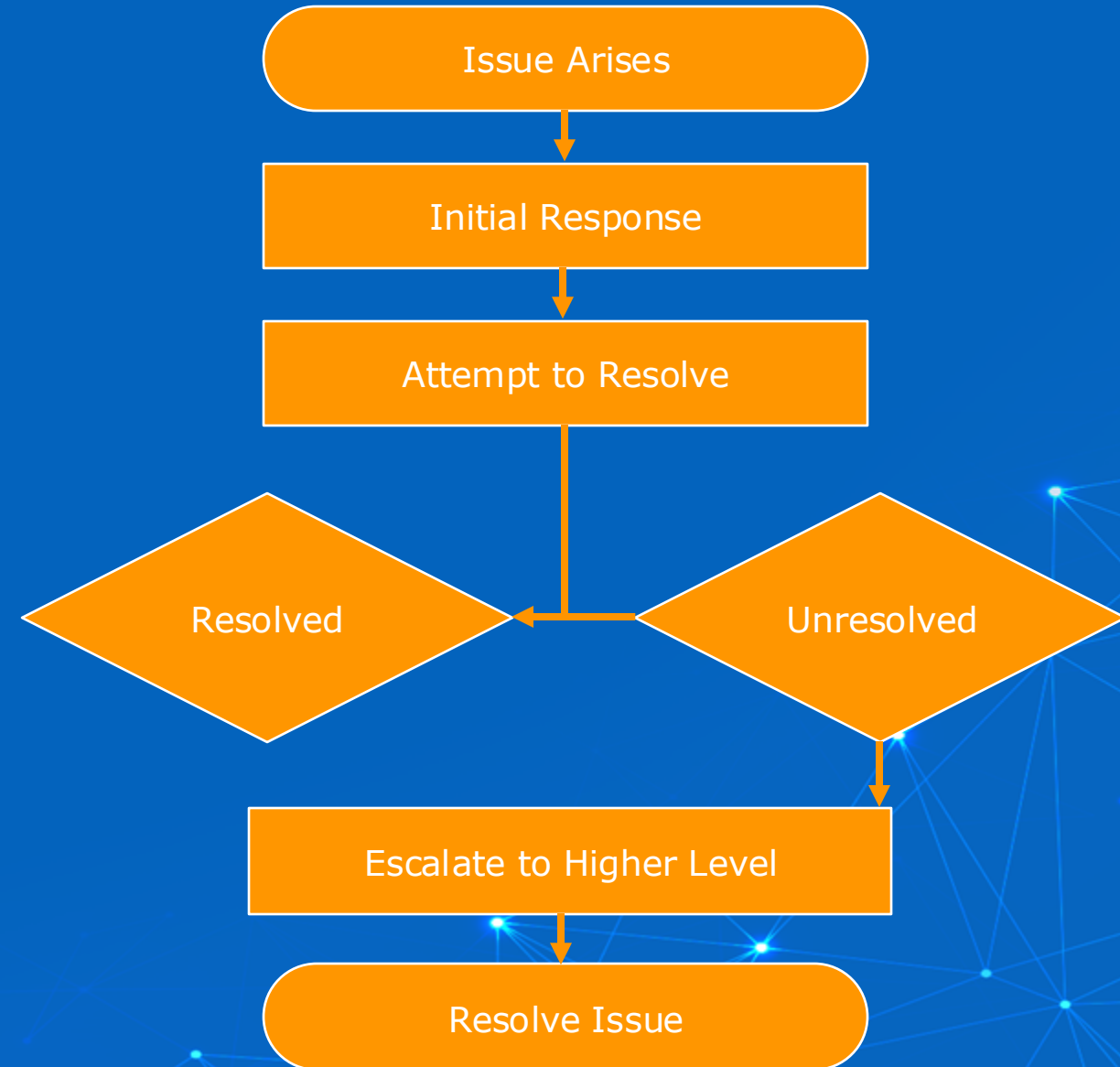


# Governance & Escalation

We establish a clear governance structure with defined communication rhythms:

- Daily stand-ups, weekly reviews, and monthly steering (as needed)
- Issues tracked and escalated via contracted service levels
- Joint decision-making processes for scope changes and critical milestones

## Issue Escalation Process





# Success Criteria & KPIs

We work with clients to define and report on metrics including:

- Time-to-first-delivery (typically within 2–3 weeks of engagement start)
- Velocity and throughput trends
- Change order frequency & root cause
- Client satisfaction (tracked monthly)
- SOW adherence and milestone completion



# Why Aubrant?



**Aubrant Studios: Fast-Tracking Innovation into Scalable Business Solutions** Our Studios model fuses design thinking, global engineering talent, and real-world experience to prototype, build, and scale 3x faster than traditional teams.



## **Aubrant Workbench: Your Unfair Business Advantage**

Accelerates software delivery with AI-powered automation and plug-and-play modules for APIs, AI, UIs, infrastructure, and more. Customers get full access to the plugins —**no black boxes, no vendor lock-in, and no extra fees.**



## **Aubrant Discovery & Onboarding Playbook**

Proven onboarding acceleration of enterprise-ready teams focused on milestones and outcomes, not billable hours



## **History of Success**

500+ successful projects, including UX, Mobile, Data Engineering, Data Science, Cloud migration, Advanced Analytics, AI, Refactoring, and more.

# The Aubrant Edge



Since 2013, Aubrant has delivered over 500 digital engineering projects with one goal: simplify complexity and accelerate business value.

Our **Studios** model embeds cross-functional teams into your problem space—delivering scalable, secure, and fast results.

Our **Workbench** platform empowers your teams to customize and deploy AI-accelerated tools with transparency and control—no lock-in, no fluff.

The **Aubrant Discovery & Onboarding Playbook** aligns teams around outcomes with transparency to deliver results – on time and on budget

