

Pilot guide - Deep Space

How to Pilot Deep Space

Introduce Deep Space to your commercial and delivery teams.

Introduction

Once internal awareness is set, prove value with a pilot.

Run 1 live projects for four weeks.

Success means teams find Deep Space faster, simpler, and more reliable than the current stack.

The pilot process

1. Select pilot projects and champions

Pick one or two active jobs with upcoming claims or subcontract activity.

Choose teams that feel the pain of double entry and reporting lag.

Nominate a Deep Space Champion to coordinate with our implementation lead.

2. Pre-kickoff setup

Hold four discovery sessions.

Map workflows. Prepare chart of accounts, cost codes, budgets, suppliers, and subcontractors.

Define permissions, templates, naming, and numbering.

Outcome: a pilot that mirrors how you work with less friction.

3. Two-day kickoff

Day 1: connect Xero, validate sync, import contacts and budgets, configure core modules.

Day 2: train project and site teams, run a live claim or variation, verify reporting alignment.

Outcome: the pilot project operates fully in Deep Space.

4. Run and measure

Track weekly. Capture before and after benchmarks.

Metrics to watch:

- Claim and payment turnaround time
- Forecast accuracy versus actuals
- Site records submitted across RFIs, SIs, NCRs, and dockets
- Subcontractor portal usage
- User adoption and satisfaction

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5. Post-pilot review

Collect quantitative results and short quotes from each role.

Answer four questions:

Did claims or variations move faster?

Did site teams use Deep Space daily?

Did finance trust the numbers?

Were reports cleaner and on time?

Summarize findings in a short deck to support rollout.

Pilot success checklist

- Two-day kickoff completed
- One to two live jobs running fully in Deep Space
- PMs, CAs, Site, Finance, and HSEQ trained
- At least one full claim cycle completed
- Post-pilot data and feedback documented

What happens next

Move directly into rollout.

Migrate remaining projects, finalize approvals and permissions, and lock the reporting framework.

Timeline

- Kickoff in week 1
- Pilot in weeks 2 to 6
- Review in week 7
- Cutover in week 8

See the Deep Space Implementation Guide for full details.