

Features and Benefits

Benefits

- ✓ Increased legislative compliance
- ✓ Risk reduced significantly
- ✓ Integrates with existing workflows
- ✓ Reduced development and support costs
- ✓ Improved customer service
- ✓ Time and money saved producing ROI (Return on Investment)
- ✓ Reduced administrative time producing ROI
- ✓ Streamlines processes and workflows
- ✓ Web based, secure, 24/7 access
- ✓ Data management made easy
- ✓ Efficient and scalable
- ✓ SMART scheduling tools
- ✓ 24/7 anywhere reporting
- ✓ Highly intuitive interface

Features

Administration

Create audits and questionnaires

- ✓ Build audit and questionnaire templates
- ✓ Create new tailored audits and questionnaires
- ✓ Edit existing audits and questionnaires
- ✓ Use multiple question types
- ✓ Set question weightings and relationships

Scheduling and communication

- ✓ Schedule bulk and individual audits in advance
- ✓ Automate and send audits instructions, reminders and responses
- ✓ Automate communication changes to an audit
- ✓ Use a personalised home page to check schedules
- ✓ Automatically flag audit due dates

Audit Management

- ✓ Dashboard information to track audit progress and status
- ✓ See and manage all audits – in progress, pending, and overdue
- ✓ Filter view of audits by business area and type and audit type
- ✓ Synchronisation with MS Outlook calendar and email
- ✓ Powerful search functionality using wild card search functionality
- ✓ 'Enter once - use anywhere' architecture for increased productivity and data integrity

Reporting

- ✓ Real time 24/7 reporting suite
- ✓ Drill down reporting and smart filtering report options
- ✓ Export into MS Excel for personalised exception reporting

Customer / End User

Communication

- ✓ User friendly intuitive menu driven design
- ✓ Real time personalised communication
- ✓ Receive automated reminders, notifications and confirmations
- ✓ Easy on line audit access and completion
- ✓ View personalised audit schedules
- ✓ Review personal audit histories and trails
- ✓ Receive auto reminders for audit expiry

Integration & Hosting

- ✓ Data importing and sharing with existing systems and applications
- ✓ Integration with MS Outlook calendar, email and existing workflows
- ✓ Data download feature into MS Excel for reporting
- ✓ Fully hosted and maintained
- ✓ Organisational hierarchy mapping tool allows multiple business areas to access the system
- ✓ Integration with existing systems