



INTEGRATED
The management system
as a software solution

FOCUSED
Information flows
skillfully controlled

TARGETED
Simple navigation through
your company



IMS PREMIUM

Systemized management

Efficient. Integrated corporate management and organization management with IMS PREMIUM.

Whether against a backdrop of increasingly stringent regulations, growing customer requirements or highly competitive markets: the integrated management system keeps your ship on course. It helps companies to maintain an overview and meet constantly changing demands. The controlled, transparent and above all networked information flow increases efficiency and reduces costs on a sustained basis.

IMS PREMIUM is a solution platform and a supportive tool for both managers and employees alike. It presents processes and structures in a clear and rights-based manner, thus ensuring a user-oriented, easy-to-use presentation of content. Irrespective of the size of company or sector, data can be recorded and easily and quickly retrieved. With versionable documents, document management ensures that the company data is up-to-date and accessible at a central location.

Targets and KPIs are communicated in a transparent manner and evaluated and linked with risks. With comprehensive measures management, the continuous improvement process ensures structured allocation of tasks and sustainably improves the quality of processes and workflows.

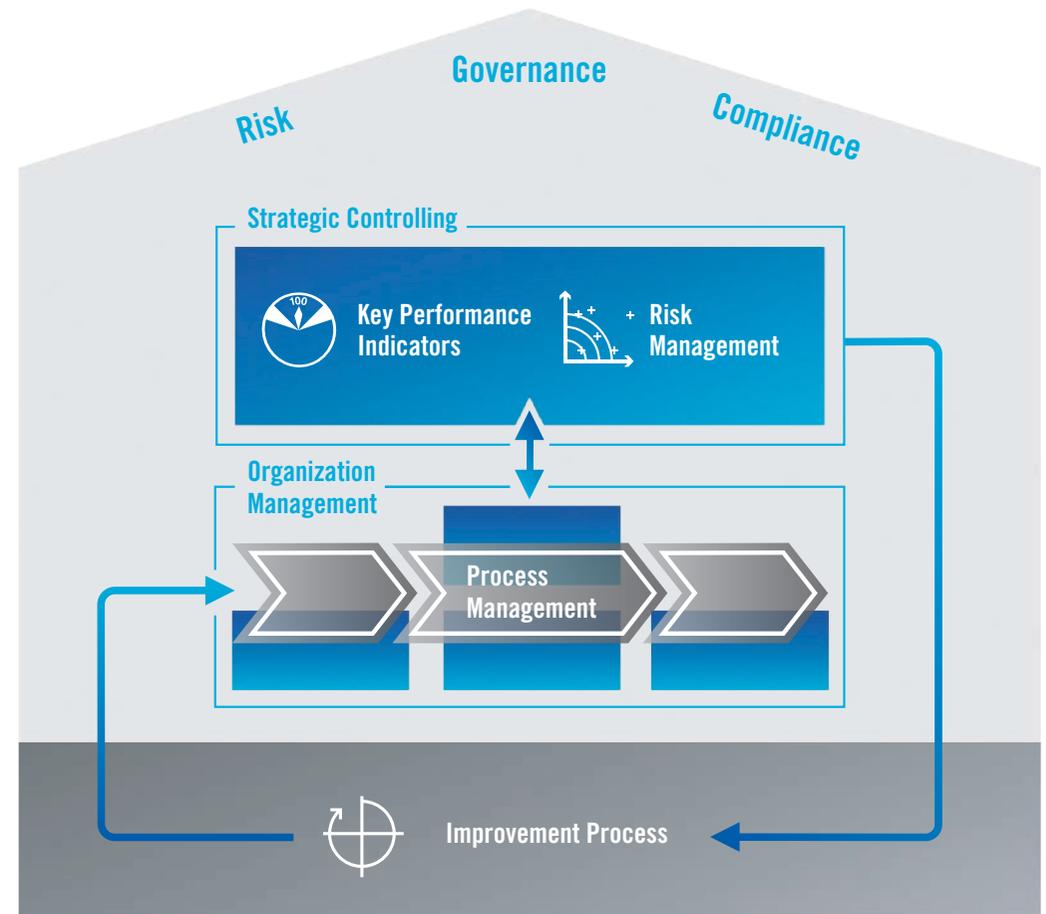
GRC (Governance Risk Compliance)

Networked. With guidelines, risk management and standards management on the road to success.

Irrespective of how big or which sector: today, every company is faced with the challenge of creating and checking cross-location and cross-departmental targets and processes, establishing and maintaining business relations, while observing statutory and social rules.

Retaining an overview of the complex interplay of guidelines and associated risks and applicable standards and access rules is challenging. With the help of IMS PREMIUM and the module functionalities tailored to GRC, dynamic correlations can be easily documented, checked, updated and evaluated.

Integrated Management System



Cubes – personalized information platform

Easy. Stay informed and manage tasks from your personal control center.

Managing tasks while maintaining an overview is not a game of chance. With Cubes, this challenge is, however, very easy to master.

Designed as an information platform, Cubes helps you in your daily work to keep an eye on workflow tasks, outstanding inspections or pending improvement measures and deal with them efficiently. Presented as a list of tasks for each topic, individual elements can be opened and edited with just one click of the mouse. Recently adapted processes and documents (e.g. only from one's own area) are also listed, which ensures that important changes are immediately taken note of. So you stay up-to-date even if the content was edited by someone else.

Performance-oriented data processing enables numerous customized configuration combinations of the individual Cubes. Integration into other platforms such as SharePoint enables a flexible digital workplace, in line with your wishes.

Chameleon – user-oriented display

Adaptable. Customization of content and presentation configuration.

Adapting to the environment. This is one of IMS PREMIUM's many strengths. Company-specific and personal user settings enable efficient work with the added fun factor. In addition to the design, which can be based on a corporate design in terms of color, icons and fonts, authorization checking by roles or users as well as individual views offer a highly dynamic variability.

Customized workflows enable the desired content maintenance for processes, documents, evaluations and training. This not only guarantees that the user only sees what he is supposed to see, but also when he is supposed to see it. Clarity and information preparation which is appropriate for the respective target group promote efficiency in everyday tasks. Frequently used elements are proposed to the user, work instructions are displayed in the desired form of presentation and favorite processes can be defined and linked by the users themselves.

Cross-group and cross-location processes

Transparent. Modeling and cross-group harmonization of processes.

Enabling cross-group specification of processes, yet allowing cross-location and cross-divisional extensions, without losing transparency and comprehensibility throughout the company in the process? No problem with IMS PREMIUM!

Each location has the freedom, within a defined framework, to maintain and supplement its processes with specific data, responsibilities, documents, performance indicators or risks. The cross-group process remains in its original form, the permitted deviations can be seen at a glance and are consistently versioned. A further benefit for international companies: contents can be managed in all required languages independently and in a decentralized manner, thus ensuring process transparency across divisions and the whole company.

Workflows – individual workflows

Complete. Step-by-step completion and automatic documentation.

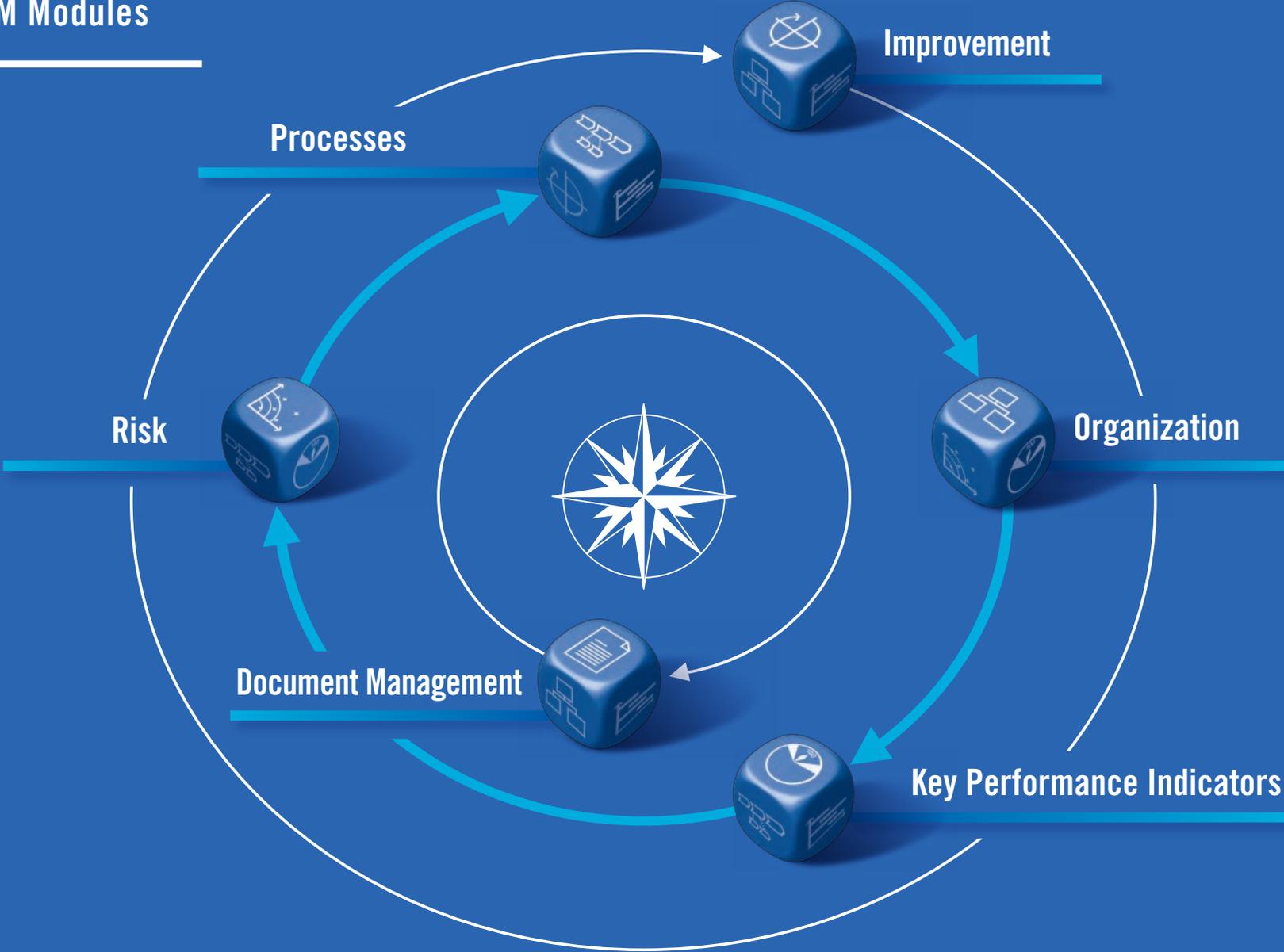
Depending on the type of document or process, or measure, the creation process (workflow) may vary considerably. IMS PREMIUM enables a completely customized workflow design, with the option of selecting the optimum workflow for each situation.

Functions such as info mails to the persons responsible, generation of a task or storing a comment makes work easier. User rights are checked at all times, to ensure that only the information which is allowed and required at that time can be seen. Checks, releases and dispatch of information are controlled via graphical workflows. Versioning ensures a clear history.

The user is guided by wizard functions during the creation of a document or process. The user sees the user fields which are relevant for the workflow step (confirmation button or text field for entering data) as well as the description text, which shows him what needs to be done. This also helps less experienced users to perform the task in hand without any problems.



IMS PREMIUM Modules





Documents/Content

Efficient. Preparation of documents that is always up-to-date and user-oriented.

Ready, steady, go! Navigate through information at a rapid pace and win the race.

Where can I find the latest version of our presentation template? When is the next document review scheduled? Document management renders these questions unnecessary throughout the company. For thanks to cross-lingual versioning, each user sees the documents which are applicable to him, provided he has the required authorization!

In combination with the role and user-based notification system, display options can be implemented which leave nothing to be desired. Audit cycles and status management help to keep documents up-to-date. Specific workflows are used to control documents and ensure comprehensive document management.



Processes

Individual. Design, networking and publication of workflows and information.

„The process is not just the sum of its parts.“ (Deming)
We agree with Deming. IMS PREMIUM Processes for stringent requirements for process modeling.

The display type of workflows can be specified for a specific department, user or role. Irrespective of whether a process, task list or using a „turtle view“, the form of display and level of detail of the information displayed can be configured in line with requirements. Documents and KPIs can be assigned and departments, people and resources involved in the process can be dynamically linked or authorized. Comprehensive versioning enables the definition of standard processes and their variants in other organizational units. The basic process as a specification therefore remains the same, individual variants are however possible, with a clear audit trail. Process groups help to structure the process map and promote transparency.



Organization

Transparent. Perspective-related presentation of information about the company organization.

Maintaining an overview within an organization. Knowing at all times where which point of contact is and who is responsible for what.

The Organization module enables a comprehensive and yet clear mapping of the company organization, irrespective of the level. The configurable display shows or hides information about positions, roles and persons at the touch of a button. Detailed information such as job description, requirements profile, skills matrix, training and personal description is entered as additional information of the respective position and can be displayed or hidden depending on the authorization level of the user. Training and staff appraisals are stored with the corresponding position.



Key Performance Indicators

Meaningful. Presenting the targets and results as the basis for decision-making.

Successful strategies have one thing in common: a detailed analysis of results and the comparison of goals. The Key Performance Indicators module presents corporate targets and results in a comprehensible manner, and enables a simple comparison with previous periods.

The graphical management cockpit provides all the relevant information for operative and strategic decisions, across systems and company-wide. Everything is possible from a simple key performance indicators system to a performance management system on the basis of a Balanced Scorecard (BSC).



Risk

Disclosing.
Presentation and analysis of risks.

No risk, no fun?
IMS PREMIUM Risk or: when risk analysis is fun!

The Risk module enables the user-friendly recording and grouping of risks in accordance with the well-known scheme of probability of occurrence and implications. Risks can be arranged in a clear manner in multi-level structures and their progress tracked over time. In a simple manner, this therefore forms the basis for sound controlling of the strategic and operative corporate risks and supports the efficient implementation of an internal control system (ICS). And this comes with the added fun factor.



Improvements/ measures

Forward-looking. Demanding and promoting development and responsibility in the company.

Stagnation is a step backwards. Moving forwards calls for constant improvement and optimization.

The Improvement module supports the implementation of the continuous improvement process (CIP) in all areas of the company. Deviations from goals, suggestions for improvements, audit discrepancies, problems and complaints can be captured quickly and processed sustainably. The parties involved are informed of new measures and deadlines in an event-oriented manner via e-mail and personal to-do lists.

Evaluation, assessment and audit

Interrelated. Drawing up questionnaires, providing answers, evaluation and implementation.

It costs (almost) nothing to ask. In any case with the Evaluation option of IMS PREMIUM.

The cost of creating, conducting, evaluating and documenting questionnaires of any type is significantly reduced thanks to the continuous system coverage and the procedure is simplified. From simple Yes/No answers through to complex, multi-level matrix evaluation systems, everything is possible. In addition to the flexible design of an assessment template, the functionality for linking measures and making their scope directly dependent on providing answers is crucial added value. While an evaluation is in progress, new measures can be created and directly edited or their status changed.

The sequence of an evaluation is workflow-driven and can therefore be individually designed. Evaluations can be made and exported over several dimensions. So, for example, results of surveys can be consolidated across departments. A comparison of a process maturity assessment established today with the result of the previous year (time comparison) is just as easily accessible as the comparison of a self-assessment with that of a line manager (location comparison).

Training

Comprehensible. Administration of company-specific training management.

Well-trained staff is key. Even better if you know it.

With the Training option, training courses can be conducted, evaluated, reviewed periodically and fully documented. In addition to training descriptions, diplomas, certificates or any type of documents can be directly assigned to the training courses and people. Thanks to the archived history, all steps can be traced at any time using flexible evaluation. This ensures, also to the outside world, that selected tasks are only performed by trained staff.

Together with the functions versioning, checking, authorization management and multilingual capability, the customization of training course management knows virtually no bounds.

State-of-the-art technology on board

Independent. Operating system independent, fully web-based and integrated.

Based on cutting-edge Internet technologies, IMS PREMIUM is a fully browser-independent, database-based Intranet solution. Time-consuming client installations or cumbersome HTML exports are not required and there is no need for plug-in functionality either.

This enables an extremely high-performance data flow, which only works with the default browser cache on the client side. An intuitive and self-explanatory user interface with state-of-the-art design features ensures that IMS PREMIUM is easy to use. Flexible user and rights management enables the user-oriented preparation and presentation of content. As server operating system, all current Microsoft Windows servers as well as all current Microsoft SQL Servers in all their respective editions are supported as a local installation or a dedicated server (other databases on request).

Integration in peripheral systems

Direct. Ensuring the information flow with flexible interfaces.

The connection to Active Directory enables existing users to be easily and quickly imported into IMS PREMIUM and thus allows working with single sign-on. Integration in already existing Intranet or content management system solutions is ensured with the help of flexible interfaces. A simple connection of peripheral systems such as SAP modules, DMS, ERP, HR and other systems using various flexible connectors is also possible. IMS PREMIUM is therefore recognized as a future-oriented management system from both a methodological and technical perspective.

We are here for you

Holistic. From consulting to training to support.

Your progress is our commitment.

We will support you before, during and after the introduction of your tailor-made management system. You will benefit from our many years of experience and our constantly updated expertise in a wide range of different consulting areas, e.g.

- . Business consulting with regard to process management and optimization
- . Setup and implementation of a continuous improvement process
- . Design and setup of the company-specific key performance indicators as management system
- . Holistic GRC Management

To ensure that you and your employees can use IMS PREMIUM efficiently and with its entire range of functions, we have elaborated a comprehensive training offer:

- . Training in IMS-PREMIUM basics and handling of all modules
- . Company-specific training for acquiring in-depth knowledge of IMS PREMIUM

IMS PREMIUM is also team-oriented! To ensure that you can use a seamless information and application flow with existing systems, we offer existing standard interfaces as well as customized integration solutions or extensions:

- . Integration in Intranet solutions, implementation of connections to databases
- . Development of company-specific functions and applications.

And so that you will be able to constantly benefit from new functions and improvements and contact our support in a straightforward manner, we offer you a suitable maintenance contract for updates and our support hotline.



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