

The Process Pros The Systematic Method

THE PROCESS PROS ■ your gateway to process improvement

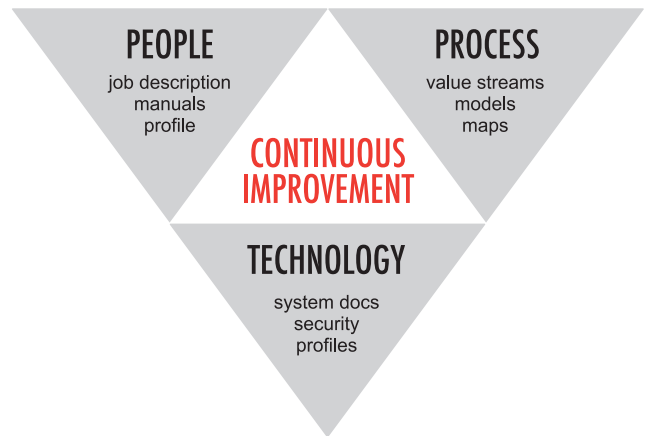
The Process Pros believe that continuous improvement requires a holistic approach to implement sustainable results and a systematic method to document, analyze, control and monitor critical processes.

The two core challenges when creating process maps and describing roles and responsibilities are:

1. How do I document consistently and efficiently?
2. How do I update and sustain easily?

The Process Pros implement Rules 8 from Mavim as a powerful business tool for managers to document, analyze, control and monitor critical processes and then improve them. Process maps, system manuals, professional practices, or guidelines need to be documented carefully and efficiently. Not too much detail, not too much text, no overload of schemes and flowcharts. We set up the templates with you to document consistently and efficiently.

All documentation is captured in one repository. A 360° road map of your processes and systems drives continuous insights into business operations. Adequate documentation of business processes with core enterprise systems is the foundation for seamless processing and rapid improvement, whether it is Agile or Lean. Documents, forms, as well as instructions are quickly updated and easily shared, thus capitalizing on business knowledge. That is the systematic method.



Rules 8 facilitates a well-coordinated implementation of technology, processes, roles and responsibilities. Or easy updates of manuals, process maps and system functions. Rules 8 has all modern features to capture your business' documentation and to share amongst the teams.

Continuous Improvement is characterized by:
KNOW; capitalize on the business' knowledge,
CONTROL; balance control and responsibility,
SHARE; create ownership,
IMPROVE; moving forward,
SHOW; exceed expectations.

mavim
change it

rules⁸

WWW.MAVIM.COM Mavim Rules is intuitive and user friendly BPM software based on Microsoft technology. A central information system to continuously manage and improve your business performance.

Business Feature of Rules

KNOW

CONTROL

SHARE

IMPROVE

SHOW



KNOW. CAPITALIZE ON THE BUSINESS' KNOWLEDGE

- Document and formalize business processes, tasks & rules
- Easily describe Who, What, When, Where and How
- Ensure processes are constant and repetitive, not ad-hoc
- Capture information about your end-to-end processes



CONTROL. BALANCE CONTROL AND RESPONSIBILITY

- Clear roles and accountabilities
- Job descriptions and job profiles
- Unambiguous documentation
- Enforce business decisions by specifying them in processes



SHARE. CREATE OWNERSHIP

- Break silo's by sharing information about end-to-end processes
- Facilitate process owners, project sponsors and SMEs by overview
- Publish the processes with an interactive website tailored to your company's look and feel,
- The Easiest Way to Share and Communicate Essential Process Documentation



IMPROVE. MOVING FORWARD

- Supports continuous improvement and sustainment,
- Minimize training efforts,
- Track tasks, monitor performance, & optimize performance
- Shorten process lifecycles & seamlessly manage exceptions



SHOW. EXCEED EXPECTATIONS

- Make process management an effortless task in every organization
- Share customer's experiences.
- Demonstrate best practices, share team awards,
- Accelerate return on investment by realizing significant cost savings on integration projects

Technical Feature of Rules

KNOW

CONTROL

SHARE

IMPROVE

SHOW



KNOW. CAPITALIZE ON THE BUSINESS' KNOWLEDGE

- Auto-model functionality with a familiar MS Visio interface,
- Link business processes, information systems, risk management, governance and compliance documentation into one repository
- Easy to structure topic tree, similar to MS Windows Explorer folder.



CONTROL. BALANCE CONTROL AND RESPONSIBILITY

- Use built-in MS Word to easily create work instructions and or templates,
- Generate RASCI charts automatically
- In-built version control and consistency checks.



SHARE. CREATE OWNERSHIP

- Time and location independent access to key information,
- Hyperlink to key policies, mission and vision documents, rules and regulations or bylaws,
- Receive online feedback from all stakeholders.



IMPROVE. MOVING FORWARD

- Online feedback and change requests,
- Hyperlinks with all quality standards
- Easy to update and revise information.



SHOW. EXCEED EXPECTATIONS

- Dynamically hyperlink for a 360° view of the organization,
- Microsoft look and feel
- Publish information by VSM, flow charts, screen shots, diagrams, pics or text.