

# END-TO-END BUSINESS IMPROVEMENT SOFTWARE



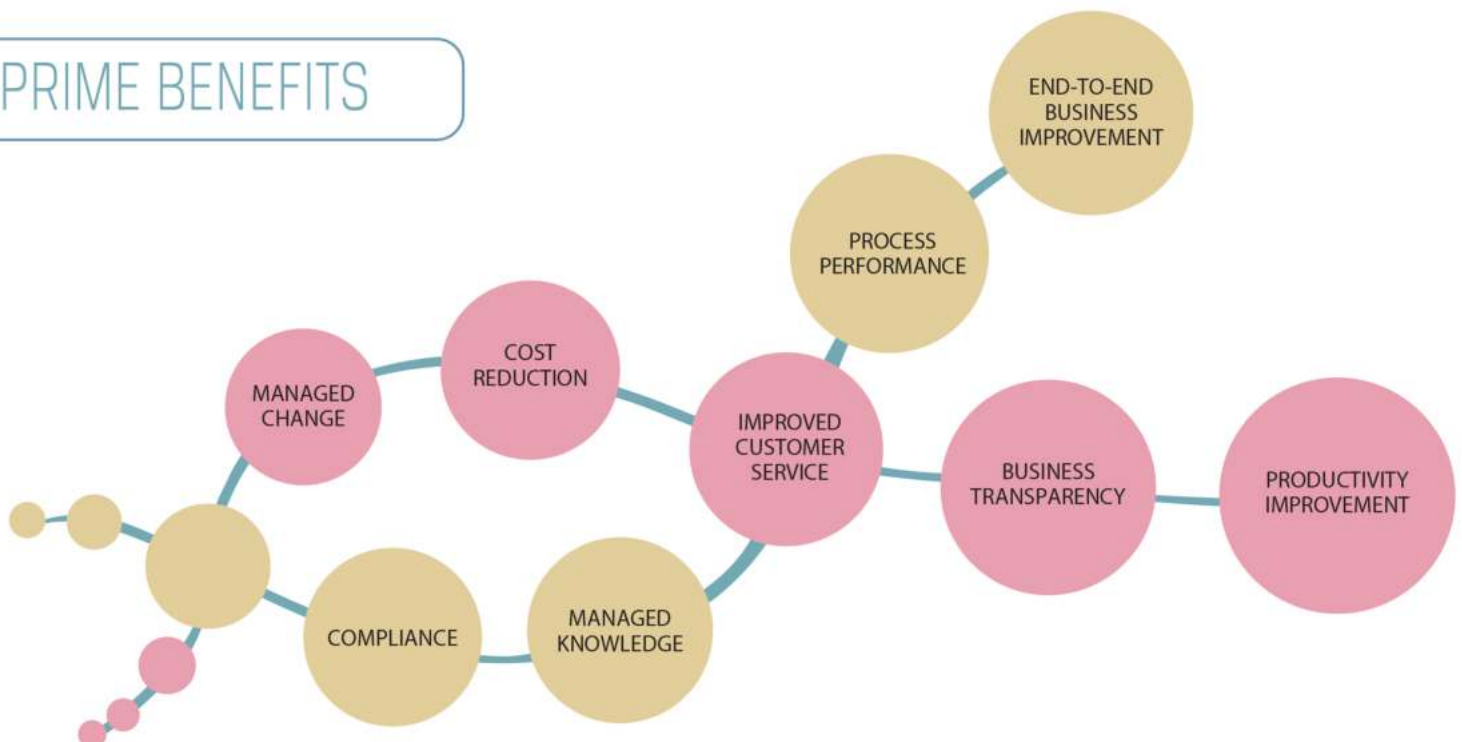
## What is PRIME BPM?

PRIME is a cloud based, end-to-end Business Process Improvement software.

Gaining Executive commitment for business change is easy with PRIME. By a click of a button, you can undertake *real* process analysis: Identify where waste sits in the organisation; calculate the process cost, time, value and efficiency; run various process improvement scenarios. Equipped with real data, build a case for change, knowing the benefits of the change *before* implementation.

The PRIME software is also equipped with an inbuilt business improvement methodology. The methodology encompasses best of breed methods and functionality from BPM, Lean, Six Sigma, and Value Stream Mapping. Hence, the software drives the user automatically through the business improvement journey and as a result, there is no need for specialised business improvement skills.

## PRIME BENEFITS



# Subscription based licensing structure!

## Process Library



### Best Practice Process Library

Use a readymade APQC best practice process library to kick start your initiative or use it as a gap analysis.



### Process Prioritisation

Identify which processes require urgent attention based on the prioritisation score.

## Process Mapping



### Process Map using BPMN 2.0

Use the globally recognised language and latest version of Business Process Modelling Notation (BPMN) to map your processes.



### Process Mapping Guidelines

Use the inbuilt process mapping guidelines to create accurate and consistent process maps.



### Process Version Control

Every version of the process is recorded, detailing the relevant changes made and identity of the person who made the changes.

## Process/Task Attributes



### Business Rules

Capture business rules and assign these against the process.



### Key Performance Indicators (KPI)

Capture KPI details, including the KPI rational and the performance range against the process.



### RACI

Capture role names against tasks indicating which role is Responsible, Accountable and which role is to be Consulted Informed in relation to task changes.



### Compliance

Capture compliance details with due dates and person responsible to achieve compliance.



### Work Instructions

Against each task capture step-by-step work instructions including screen shots.

## Process Analysis



### Value Analysis

Understand the percentage value provided by each process to the business and customer. Also understand the percentage of non-value added activities performed by each process.



### Time Analysis

Understand how many hours annually are spent performing business, customer and non-value added activities.



### Cost Analysis

Understand the annual cost incurred to perform business, customer and non-value added activities.



### Process Efficiency

Understand and compare your process efficiency with the industry efficiency benchmark.



### Process Comparison

Compare processes from different business areas to identify standardisation opportunities.



### Version Comparison

Compare a new version of the process with the old version to understand the changes made and benefits realised.

## Process Improvement/Change Management



### Process Simulation

Simulate processes to understand the impact and benefits of each solution before committing to the change.



### Improvement Tracking Dashboard

Track the creation and implementation of improvements. See the percentage completion per improvement and check its status: completed, in progress, rejected or approved.

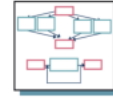
## Collaboration



### Suggest Improvements

Employees suggest improvements directly against processes.

## Process Approval



### Serial or Parallel Process Approval

Send a process to multiple approvers either in parallel or sequentially.

## Reporting



### Customisable Report Template

Report templates can be customised to suit organisational standards.



### Customisable Business Process Reports

Consolidate all process relevant information and display it in a process report to suit organisational standards.



### Reports in PDF/Word or Excel

Create a report in PDF, Word or Excel format.



### Many More Reports

PRIME generates a Simulation Report, Process Improvement Report, Impact Analysis Report and many more...



### Customisable Standard Operating Procedure

Consolidates all the work instructions against each task and combines these into a SOP to suit organisational requirements.

- ✓ Cloud based solution
- ✓ Business improvement for everyone
- ✓ Easy to use
- ✓ Easy to understand
- ✓ Monthly nominal fee

## Business Improvement for Everyone