



#### WORKON IN BRIEF:

- perfect organization of projects and processes,
- more control and efficiency,
- optimal internal and external communication,
- fast preparation and budget planning,
- flexible and easy to use,
- adapt to your own requirements.

# Workon

Perfect organization of your projects

**Speer IT**

glass fiber registration systems

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# What are the construction costs?

## OPTIMALE CONTROL, MORE EFFICIENCY

Workon is an application that gives you a complete insight into all projects within your organization. Thanks to Workon, you maintain optimal control and realize more value from your projects. All parties, namely managers, employees, customers or external parties, are aware of the status of a project. Crystal clear and extremely fast. So miscommunication or unnecessary calls and emails are a thing of the past. Managers can quickly see the status of each process and employees know exactly what to do.

Workon is ideally suited for the everyday tasks of network administrators. Think of engineering, infrastructure and transmission construction, re-routing, KLIC or scheduling locations and equipment.

## HOW WORKON WORKS

In Workon, you register ongoing projects, including the associated processes and tasks, such as to-do lists, workflows and decision moments. You have an overview per job of who should perform what, at what time and the status of this activity. You can easily attach all kinds of infor-

information to a task, so the employee immediately has the correct background information. It is also possible to send an alert to the right person when a deadline is approaching or is being exceeded. SLA's (Service Level Agreements) are also easy to incorporate into the system. So you can pre-program the possible outcomes of decisions in advance, along with the new tasks and processes resulting from it. Particularly useful is that Workon can automatically send emails and text messages concerning, for example, when a job has been allocated to someone or has been completed.

## FLEXIBLE AND EASY TO USE

A system needs to work for you and should not restrict you. Flexibility and simplicity are therefore at the heart of the power of Workon. The system can be fully adapted to your own situation and organized according to your wishes. You decide yourself via which framework you provide the information and then simply create a template for it. Users can easily find their way around Workon. Search screens with all the specific data are quickly available or users can define the sort and search criteria themselves. All functions are controlled through context menus, toolbars and keyboard.

# Are 6.000 connections possible here?

## EFFECTIVE PROJECT MANAGEMENT

Naturally you want to manage each project as effectively as possible. Thanks to Workon, you can easily link projects to processes, so you have a detailed overview of what needs to be done. Then Workon calculates for you the number of hours per project and a quick and accurate planning lands on your desk.

## IMPLEMENTATION EXAMPLES

- customer relationship file: fully manage all your contact information. Not only of your customers, but also of your suppliers, contrac-

tors or employees. Furthermore, you can store and retrieve which tasks belong to which customers and their status. The Workon database ensures your data is always current.

- time sheets: a functionality, which easily tracks employee time sheets.
- location management: suppose you want to procure a new assignment. With the link with Cocon, the Speer IT network registration, you can easily create a new bidding project, in which the locations play a role. Through your Cocon network data, you can draw up a cost overview for each location/project. Completely automatically.

## GENERAL FEATURES

- add your own features: defining your own data in Workon is also possible. Such as memos, hyperlinks, data, numbers or list of choices. These can then be coupled to tasks, projects or individuals.
- reports: you export your data to a standard HTML format and view them in your browser. Or you export it to Excel, so you can easily go to work. Workon can also generate periodic reports automatically.

- authorization: You can authorize Workon users at two levels; read permission or modification permission. Per individual or group, both inside and outside your organization.
- Workon can be used in both Dutch and English.

## AUTOMATIC DESIGN

Automatically plan, generate and actualise new connections in Cocon. Workon manages the entire workflow for Automatic Design. From customer request all the way to delivery.



## ACQUAINTANCE

Would you like to know more about us?

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