



# eProcessManager®

## Business Development Solution

A Component of ePM<sup>3</sup>

### Easily Align Business Processes with the Organization's Goals and Vision

#### ePM<sup>3</sup> Cubed

*"Exponentially improving your business"*

#### eProcessManager® Suite

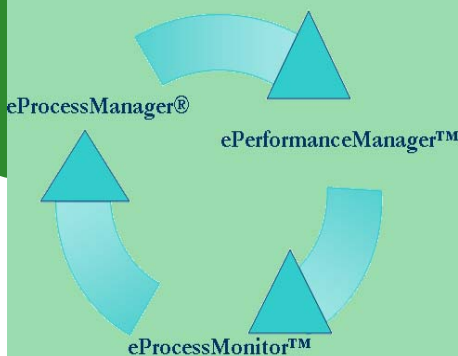
eProcessManager®  
eProcessMonitor™  
ePerformanceManager™

#### WITH ePROCESSMANAGER® YOU CAN:

- Capture the Corporate Strategy
- Build, assign and track strategic initiatives
- Prioritize and document business processes in alignment with corporate objectives. Identify operation and financial impact
- Publish process to an intranet in an easy to navigate self service training format

#### This means your system can now:

- Easily train new employees consistently with your corporate proven practices
- Improve empowerment and communication throughout the organization
- Provide an environment of empowerment and focus on improving processes in the organization



**Business Process Management** is about focusing on an organization's resources and activities to most effectively accomplish their corporate goals and objectives.

Today's successful leaders have the ability to achieve their organization's goals and objectives because they communicate and empower these initiatives to management and employees. Once the goals and objectives are clearly defined, the people, processes and technology plans can be implemented so the organization can execute with an understanding of the desired results leading to a company's optimal performance.

Documentation of the organization's functional areas' goals, objectives and key processes of the organization are one of the first steps to building a continuous business improvement model. Identifying risk and operational controls within the process will lead to an improved bottom line. One of the benefits a company will notice are consistent results. As problems arise, management can analyze and collaborate about the process until the desired results are achieved.



Employee training and understanding of the process are critical at this stage, but you will find well-trained people executing well-defined processes and with the right technology will leave you attaining your organizational vision.

### Establishing SMART Well Balanced Goals Will Lead an Organization to their Vision

Leveraging industry standards, eProcessManager® positions management teams to build accountability into the strategy by aligning with the process. The process of establishing control, opportunity and issue resolution objectives at the process level will assure good practices are thought out by Process Owners.

We use the SMART goal setting methodology to ensure the goals are specific, measurable, attainable, responsibility is assigned and they are time-bound.

We use a balanced approach to goal setting, by allocating the goals to definable perspectives. We use Robert Kaplan and David Norton's balanced scorecard approach to designing strategy by allocating goals to the perspectives. This balanced approach allows organizations to move toward their vision in a much more effective way.

**TRANSITION/1 MANAGEMENT ACCOUNTING SYSTEMS, INC**



# Easily Map and Document Your Processes

**eProcessManager®** positions your company for the rapid understanding, capture and development of you business processes in alignment with your corporate strategies. Once documented, the process can be published to a self-service format on your intranet for visibility for the entire team.

**eProcessManager®** allows you to link virtually any document, spreadsheet, form or ERP screen into your process documentation.

The screenshot shows the eProcessManager Enterprise v2.1.34 interface. On the left is a tree view of processes, including 'COISO and CobIT Framework V1.03', 'Treasury Ver 01.03.5', 'Entity Level Assessment', 'Inventory', 'Plant Property and Equipment', 'Revenue and Receivables', 'Credit/Collection', 'Customer Order Process', 'Billing and Invoicing', 'Cash Receipt Process', 'Pricing', 'Budgeting and GL Reporting', 'Purchasing and Payables', 'Governmental Taxes', 'Capital Financing', 'Financial Reporting', 'Investments', 'Payroll', 'CobIT Model', 'Sales', 'Payroll and HR', 'Accounting and Finance', 'Technology', 'Asset Management', 'Compliance Management', and 'Sarbanes-Oxley Rapid Deployment M...'. The main window displays 'Process Goals' for 'Revenue and Receivables'. A table lists goals with columns for Key-Process, Goal Type, Department, and Perspective. Below the table are tabs for Details, Contacts, Links, Company, Goals & Obj., Performance, Journal, and Risk. The 'Details' tab shows fields for Label (50), Description (Revenue and Receivables), Functional Owner (Controller), Purpose (To effectively manage revenues and collections to optimize profit potential), Scope (This process Cycle covers all material processes that impact Revenue and Receivable Accounts), and Note.

The screenshot shows a web browser displaying the ePM Company intranet page. The page title is 'ePM Company' and it was generated on 10/2/2003. The 'Company Information' section includes: Company Name: Transition/1, Contact Name: Kent Busse, Address: 333 West Broadway Suite 318, City: Long Beach, State: CA, Country: USA, Zip Code: 90802, Phone: 562 590-4949, Fax: 562 590-3131, Email: sales@t1mas.com, Website: www.eProcessManager.com. The 'Vision Statement' is: 'Where do you want to go? "Unlimited text" What will you look like when you get there? 1) Geographic Location ...'. The 'Mission Statement' is: 'What do you stand for?'. The 'Goals Information' section includes: Description: Improve Customer Service to achieve 95 Score on average from customer evaluations, Department: Customer Service, Specific: Yes, and Measurable: Yes. On the left side of the browser, there is a tree view of the ePM Company structure, including 'Functional Area 50: Accounting', 'Process 10: Billing for Services and Misc.', 'Decision 10: Is the Billing for Services', 'Decision 20: Are the services for Consu', 'Activity 30: Prepare customer invoices 1', 'Task 20: Add the Customer Informa', 'Task 30: Input Data for Invoice', 'Task 20: Review Invoice Edit Report', 'Task 40: Update Employee Calende', 'Task 50: Review and approve invoic', 'Task 60: Print and Post Invoices', 'Task 70: Mail Invoice', 'Activity 40: Prepare billing for Phone St', 'Activity 50: Finalize Invoices', and 'Activity 60: Misc Revenue Entry'.

Our "Best Practice Templates" will give you a head start saving months of documentation time.

We provide integration into most ERP and accounting applications including BEST Software's MAS90, 200, 500, PFW, BatchMasterPFW, Epicor, Microsoft Business Solutions and many more.

**eProcessManager®** is the standard for all types of documentation projects where you are trying to provide clarity and purpose in a consistent format.



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## Standard Minimum Recommendations:

**Hardware Server:**  
Duel Core Intel® Pentium Processor  
4 GB Ram  
80GB Hard Drive

## Operating System:

MS Windows Server 2003

## Supplemental Applications:

**Supplemental Applications:**  
MS SQL Server 2005, Enterprise or Standard Edition or SQL Express  
MS Internet Explorer V6, V7 or V8

[www.eProcessManager.com](http://www.eProcessManager.com)