

# FORMSMATE

## CAPABILITY STATEMENT

## CONTACT INFORMATION

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## CORE MODULES

- **Dashboards & Reports**
- **Asset Management**
- **e-Forms Builder**
- **Scheduler**
- **Campaign Management**
- **Contacts Management**
- **Task Management**
  - Issues & Defects
  - Field Based POs
  - Work Orders
  - Maintenance Requests

## DASHBOARDS AND REPORTS

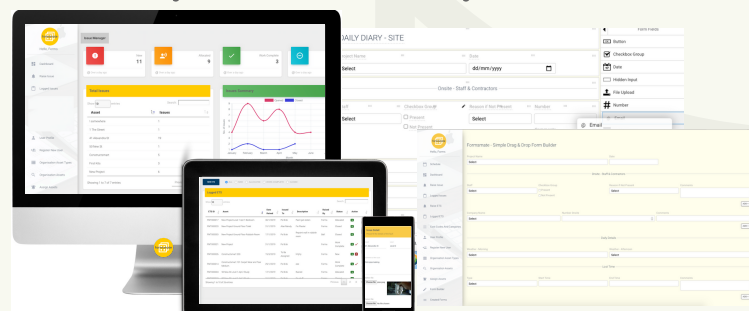
Our customisable graphical dashboards allow for a quick at-a-glance view of key performance indicators (KPIs) relevant to a particular objective or business process. Dive deeper with drill-downs for detailed view of data, Track progress of important tasks with visual indicators when tolerances are exceeded. Our detailed reports allow you to interrogate business data to ensure your decisions are made from the best possible information available.

## ASSET MANAGEMENT

Capture an assets details and track all interactions with an asset. Store detailed information on all asset types to improve business insights and ultimately reduce error and expenditure from missed opportunities. Track all communications, tasks and performance improving productivity by easily automating key tasks.

## E-FORMS BUILDER

Build, manage, distribute, complete, and process all business forms in a single solution, Formsmate's simple to use drag & drop eform builder eliminates paper and reduces cost while creating greater access to key data. Digitisation provides reportable data from the moment a form is created, plus mapping of key data to Contacts and Assets ensures information is highly visible, easily accessed and readily available,



## SCHEDULER

Schedule appointments, define project timelines, diarise meetings or anything else required by the business. Formsmate assists you in planning your activities so that you can achieve your goals and priorities in the time you have available, whilst making sure you have enough time and awareness of contingencies for essential tasks.

## TASK MANAGEMENT

Request, allocate, complete and close any tasks your business needs to track and performance manage. Our clients utilise the system to manage Issues & Defects, Maintenance Requests, Work Orders and Field-Based POs. Formsmate's systematic approach to execute all activities within the task cycle whilst providing insights obtained from tasks to continually improve business operations.

## CAMPAIGN MANAGEMENT

Plan, execute and track campaigns, whether by SMS or Email schedule. Apply Bulk message sending for all your important grouped communications. Alerts, updates, marketing, whatever your need, Formsmate makes it easy to push information to your contacts.

## CONTACTS MANAGEMENT

Record contact' details and capture all interactions with your business. Store detailed information on all contact types to improve business insights and ultimately have better relations. Track all communications, tasks and performance information & improve productivity by easily automating key tasks.