



GUIDON VUE
Select. Execute. Sustain.

**Project Portfolio Management to
enable rapid, sustainable results**

The Business Need

In today's business climate, there is enormous pressure to deliver rapid, dramatic results. Doing more with less is more critical than ever. Business leaders, project managers and performance improvement practitioners need a Project Portfolio Management solution which:

- Enables rapid, repeatable project results with less risk and less cost.
- Can be easily configured to support multiple project types – customer implementations, Lean Six Sigma, strategic initiatives, information technology, BPM and more.
- Is easy and intuitive to use at every level of the organization while agile enough to meet changing business needs.
- Can be up and running in days with minimal cost, infrastructure and learning curve.



GuidonVue best practice execution system – executing each project better than the last.

Introducing GuidonVue

GuidonVue elevates project delivery by incorporating knowledge transfer into project execution. GuidonVue provides just-in-time knowledge and best practices availability while also standardizing the delivery process which improves self-sufficiency, project quality, and reduces project cycle time.

GuidonVue for effective project execution includes:

- Methodology-based Project Roadmaps
- Virtual coaching with embedded tools, templates and references
- End-to-end project visibility – project initiation through results
- Easy-to-use, expandable Software as a Solution (SaaS)

The Power of Project Roadmaps

Methodology-based Project Roadmaps provide one-click answers to “what to do next,” “how to perform a task,” “how to use tools,” and examples of best practice task execution.

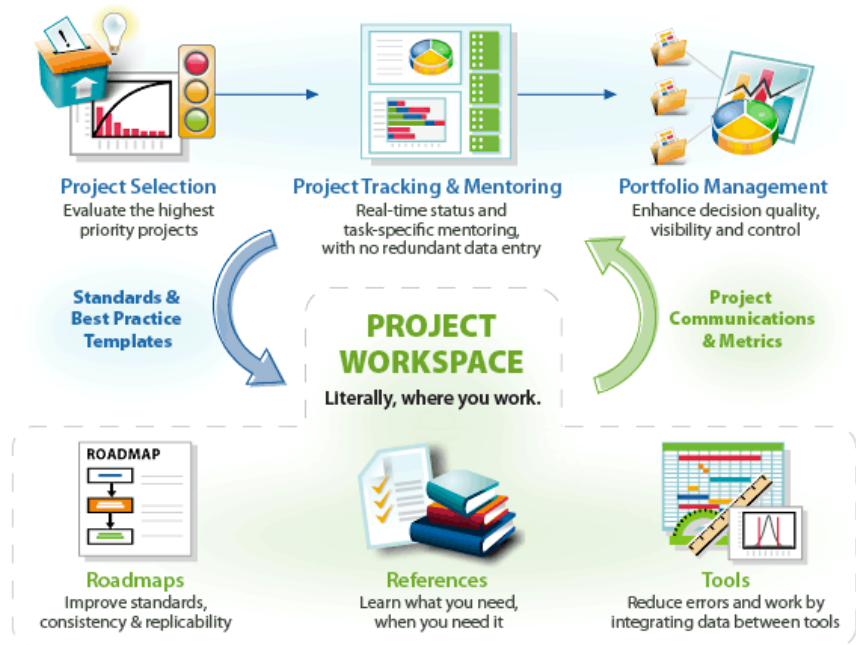
GuidonVue Project Roadmaps are the efficient way to develop and maintain standards, consistency and repeatability. New projects can select an appropriate roadmap from the library or develop a new roadmap in two easy steps.



Best Practice Templates

Methodology-based Project Roadmaps can be developed and used for continuous improvement projects, product development, repeatable core business processes, or the transferring of Best Demonstrated Practices.

GuidonVue uses flexible templates with an integrated project management, document library and metric management system to drive workflow and project accountability.



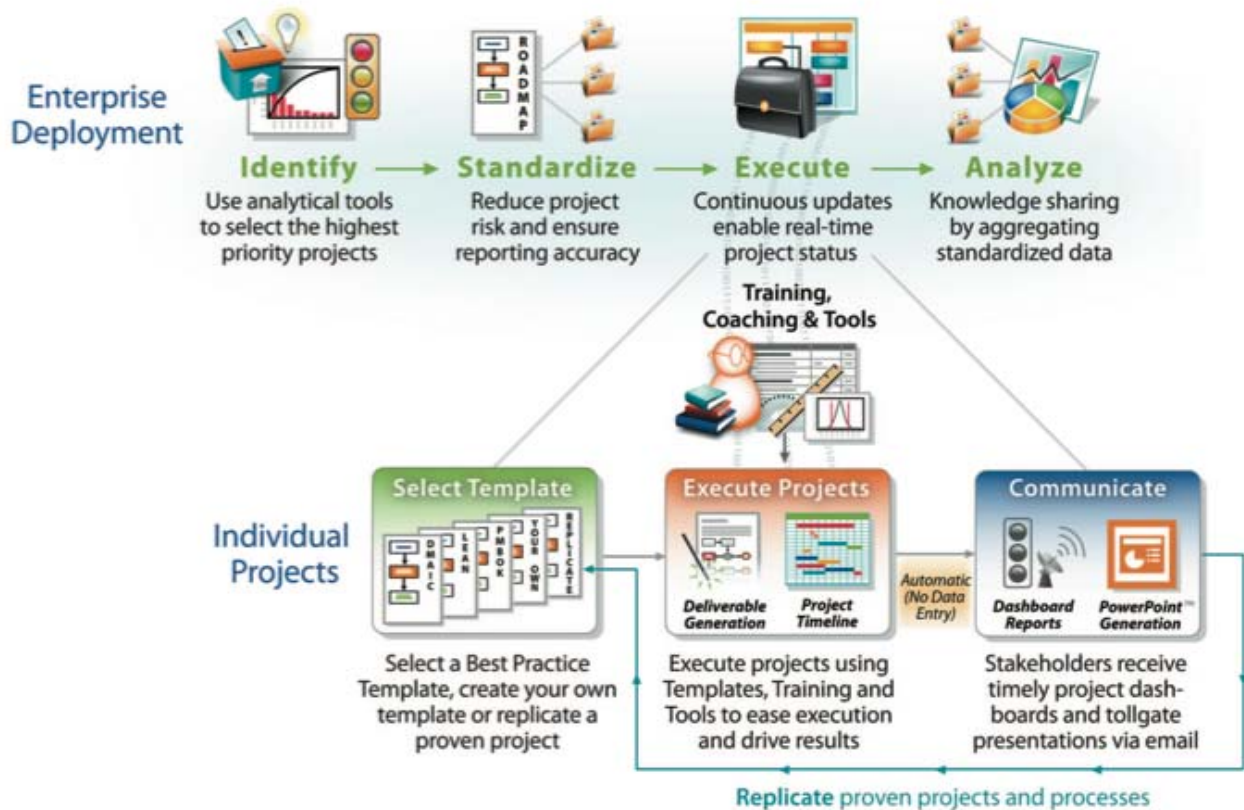
Execute each project better than the last

"If we only knew what we know" illustrates the enormous benefits being found in improving process efficiency, and capturing the right information, efficiently.

Any business process that is executed more than once, or in multiple locations, benefits greatly from the structure, standards and consistency enabled by a Methodology Roadmap.

Even better, a Fit-for-Purpose Roadmap supports the dual objectives of efficiently executing the process, along with capturing and transferring the valuable task-specific knowledge.

Case in point: most businesses are faced with a knowledge decay cycle, in which 'project knowledge,' learned by the first team, was lost after they disbanded, only to be learned differently by the next team, and implemented differently. This lack of standards leads to duplicated efforts, confusion, and in some cases, disaster.



The GuidonVue Difference

GuidonVue's unique architecture includes operational level process productivity tools and project management tools, as well as a strategic level web-based repository for portfolio analysis and reporting. This means you are always working in the system of record, where the process and project work actually takes place.

This leads to a fully integrated information flow, from the lowest level tool to the highest level scorecard.

It's About Managing with Information

GuidonVue's system gives executives timely project status visibility without burdening practitioners with redundant data entry. Executives now have the ability to manage by exception and derive deeper and more meaningful business insights.

This insures relevance of information by automatically populating status detail whenever a GuidonVue desktop project file is saved into the system.

It also reduces the risk of rework and errors caused by having multiple "unofficial" versions of project documents. As a result, your practitioners will be more self-sufficient and productive.

GuidonVue offers integration with Microsoft Project for easy import and export of project files. Additionally, GuidonVue's operational level tools can be integrated with an existing Project Management system.

The GuidonVue methodology-driven infrastructure enables faster project cycle time by:

- helping employees achieve peak performance sooner,
- expanding mentor span-of-influence,
- providing timely and more accurate executive reporting,
- increasing administrative productivity.

To facilitate your capture of critical business experience and lessons learned, a comprehensive group of capabilities is bundled into a **Standard** offering, delivered as a cloud Software-as-a-Service (**SaaS**).

When you are ready, additional capabilities can be selectively added to the solution: which can be hosted by GuidonVue, or behind your firewall.

Standard Capabilities



Administrative Configurability

Enables role-based management of users and permissions. Creation of custom fields, hierarchies, tags, filters, and email notifications.



Advanced Search

Create composite search that incorporates: hierarchy, project characteristics and custom fields.



Approval Workflows

Improve Idea Management, Project Tollgate, and Financial Approval productivity and momentum with workflow notifications, alerts and audit trails.



Dashboards

Individual: Enables employees to manage their project status, risks, metrics, favorites, reports and workflow actions from **one** location.

Enterprise: Enables executives to review portfolio information with filtering, traffic-light business rules and detail drill-down.



Document Management

Document versioning: at the task, phase or project level. Store and share your files from a central repository. By storing it at a single location, project team can access the documents anytime from anywhere.



Employee Workspace

Work is performed within the GuidonVue solution, via online / offline employee workspace, (while competing solutions' work is done outside the application, with updates made after-the-fact.)



Financial Management

Create Financial Templates with custom finances collection periods, currency conversion, approval workflow, freezing approved financials, and portfolio reporting.



Idea Management

Capture, evaluate, and prioritize business improvement ideas that represent the highest benefit, at the lowest effort and cost.



Methodology Roadmaps

Roadmaps provide Structure, Standards & Consistency by illustrating what to do next, and providing task-specific knowledge, examples and tools.

Common Roadmaps:

- Continuous Improvement projects
- Product Development projects
- Project-based core business processes
- Transferring Best Demonstrated Practices



Project Execution

Compress project cycle-time with: roadmaps, employee workspace, projected completion date analysis, and tollgate approval workflows.



Project On-the-Go

With GuidonVue, you have the freedom to work when and where you want. Check out your projects and work offline. Synchronize with server when ready.



Project Portfolio Management

Portfolio reports show project phases with traffic-light status indicators, and drill-down to review project evidence, risks and issues.

Status is automatically updated as work is completed in the project workspace area. Enables accurate estimation of percent complete, and project completion dates.



Training & Skills Management

Track employee skills and certifications. Workflow Blended Learning provides focused just-in-time refresher training, and electronic distribution ensures employees are accessing the most **current** version.



Standard Reports

Portfolio reports for Project Status, Finances and Resource Loading, using hierarchical filtering and interactive charting.



Financial Governance and Reconciliation

Governance experts will work with your team to refine your Templates and Processes for improved financial estimation, validation, and reconciliation with corporate financials.*



Issue Management

Captures issues from within, and external to the system. Enables automatic assignments, evaluation and prioritization, and approval workflows.



Knowledge Base

Improve decision making with efficient content tagging from multiple sources including: Issues, Best Demonstrated Practices, Projects, and Procedures.



Learning Management System

Enables you to selectively offload classroom training to hosted eLearning, providing role-based training, flexible scheduling, and robust compliance reporting.



Procedure Compliance

Web-based procedures with check-list validation questions, to ensure consistent procedure execution, and compliance measurement.



Process Analysis & Design

Improve end-user productivity, and project quality, and standardization with integrated process analysis tools that include: process mapping, statistics, value stream mapping, and discrete event simulation.



SharePoint Integration

Integrate GuidonVue Dashboards, Document Management, KPI Collection, Reporting and Search with your exiting SharePoint solution.*

Upgrade Capabilities

When you are ready, additional software and service capabilities can be selectively added to the solution.



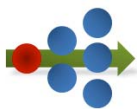
Active Directory Integration

Simplify solution administration with Active Directory Single Sign-on.*



Advanced Reporting

Custom DataMart reports enable dimensional and trend analysis with report designer, scheduling and delivery.*



Best Practice Transfer

Hands-on Workshop and software platform for effective identification of process Success Factors and creating Methodology Roadmaps to systematically transfer the best demonstrated practices throughout your company.*

* Involves Technical and Process Professional Services

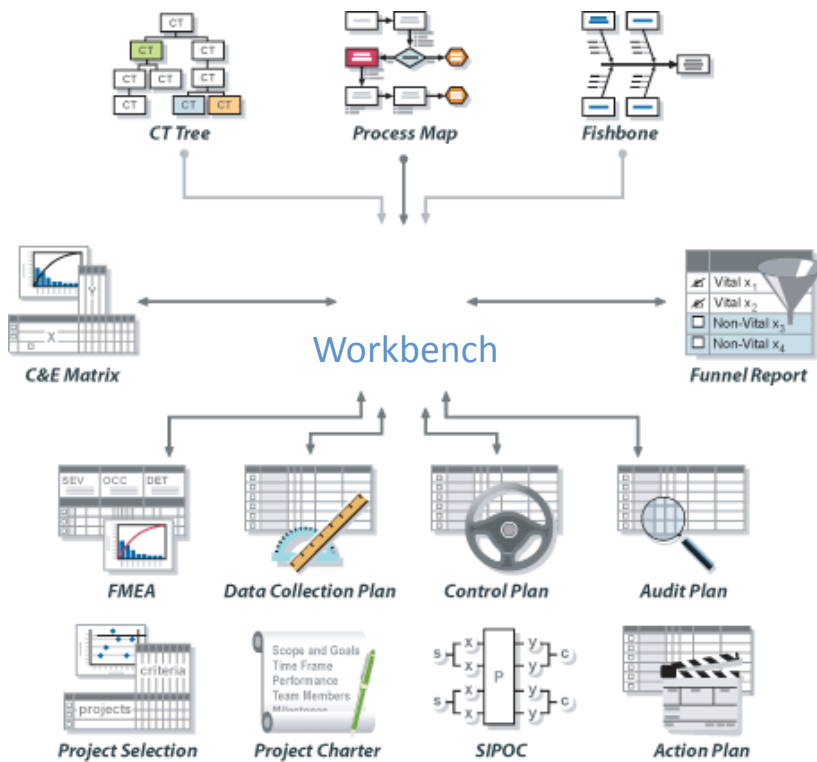
Process Analysis & Design Toolkit Upgrade

GuidonVue offers integrated process analysis and design tools as an upgrade option, providing you two valuable advantages:

- 1) Enables the **budget** for your overall purchase. For the same budget as your statistics and process mapping applications, you can now provide your team with: web-based project management, process mapping, statistics, and more.
- 2) **Project execution** is where the rubber hits the road. This is where your team derives results. They deserve tools that enable them to deliver better quality projects, faster.

The practitioners *doing the work* strongly favor GuidonVue's solution because Toolkit capabilities enable:

- Process diagramming with **integrated** value analysis reporting and charting
- SigmaXL **Statistics** (Robust Excel based Statistics application)
- The **automatic** population of Inputs and Outputs between various six sigma **tools**
- **Linked** Best Practice Transfer 'Success Modes Effects Analysis' (SMEA)
- Value **Stream Mapping** with 'what-if' scorecarding
- Process Simulation for business modeling and running 'what-if' scenarios for process improvement



Improve consistency of results by using **one instance** of data between related process analysis tools.

Getting Started is Easy

The GuidonVue SaaS solution streamlines Getting Started by offering:

- **Simple Deployment.** Our web-based solutions means: No software to install.
- **Easy Maintenance.** Automatic software upgrades and ongoing support from our customer support experts.
- **Effortless Scalability.** Our on-demand solutions grow with your company without costly service interruptions.
- **World-class Security.** Enjoy the same ironclad security architecture as our enterprise customers.
- **Proven Technology.** Trusted by more than 200+ customers, and more than 30,000+ users.

GuidonVue default templates and settings, combined with the sophisticated **Administrative Configuration** capability, enables the off-the-shelf solution to be quickly transformed to your company's unique needs. Configuration usually takes **less than a day**, and doesn't require programming.

To ensure your success, GuidonVue provides several **role-based training** options, from 'Self-paced,' delivered via our Learning Management System, to onsite training at your location.

When you are ready, additional software and service capabilities can be **selectively** added to your solution:

- For company-specific Dashboards & Reporting, or behind firewall integration (Active Directory & SharePoint), GuidonVue offers Technical professional services.
- For Best Practice Transfer, Financial Governance, Procedure Compliance, and custom Methodology Roadmap creation, GuidonVue teams with industry experts to co-develop and deliver process and technology-enabled services.



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