

resource booking

www.integratedfm.com

The fm facts Resource Booking module is a tool for the efficient management of company resources including conference rooms, car parking spaces and shared resources like pool cars.

Resource management is enhanced by the improved control that the module delivers. This enables more informed strategic planning, reductions in costs in key areas and the ability to deliver a more efficient service to your internal customers.

Strategic benefits

- More effective management of suppliers reduces costs
- Customer service is enhanced with reduced costs and improved efficiency through better use of resources
- Management and control of resources is made easier
- The costing feature facilitates precise budgeting, improving efficiency and saving money in key business areas
- Raised awareness of cost implications and charge out to internal clients of all aspects of resource bookings reduces overall business costs

Tactical benefits

- Process driven to mesh with the needs of facilities departments
- Flexible and automated communication processes saves time
- Operators' workloads are reduced
- Intranet capability reduces calls to the FM department, increases the visibility of the department and raises levels of customer service
- Management is made more effective, freeing valuable resources
- Break-out areas can be monitored in the same way as other resources

- Access to management information is made quick and easy

Operational benefits

- Avoids the need for multiple entering of bookings by links to MS Outlook diaries
- Time management is improved by clear visibility of available resources
- Operators' work made easier by simple graphical diary interface
- Administration time reduced by copy and paste function, which allows duplicate bookings to be made with ease
- The block book function reduces time spent on data entry
- The requester list within fm facts is self-learning, reducing time spent on entering duplicate data

Integration with other modules

- Helpdesk - raises jobs for catering, portage and equipment
- Visitor Management - for registration of guests

Platforms

Microsoft Access 2000
Microsoft SQL Server 7 and above
Oracle version 8x and above

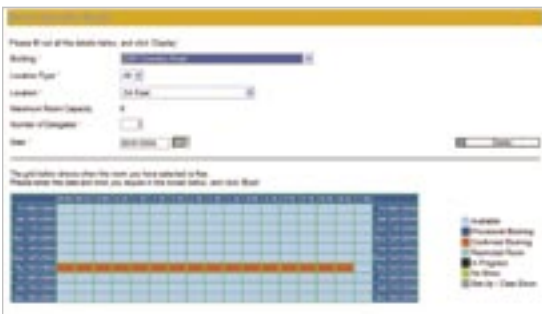


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Requesters can book company resources through the resource booking intranet screen.



Intranet diary view of resource availability.

Integrated fm provides a modular suite of automated facilities management tools, providing a comprehensive CAFM solution for all sizes of business.

The solution can be expanded to meet business requirements, with full integration between modules.

The solution currently comprises the following:

- Helpdesk
- Asset Management
- Resource Booking
- Interactive Rooms
- Visitor Management
- Procurement Management
- Stock Control
- Invoice Checking
- Purchase Orders
- Property Management
- Project Control
- Move Manager
- Survey Manager
- Mobile fm
- Workspace fm

System Administration and reporting

Report creation and administration modules are provided for in-depth reporting and customising information to meet clients' needs and processes.

Resource Booking via ASP

Our solutions are available via Integrated fm's Application Service Provider (ASP) solution. ASP is a method of outsourcing facilities management applications via a PC, web browser and an Internet connection.

The ASP solution will reduce implementation and running costs and eliminate IT issues associated with installing the software in-house.

Fully Intranet Enabled

Integrated fm reserve the right to modify/change any of the proposed functionality stated above prior to production

