



# Make Your Employees Experts Faster

ProcedureFlow is cloud-based knowledge management software that offers a unique and innovative way to capture and manage your information - in a way that makes your employees experts faster.

# Traditional Knowledge Base vs ProcedureFlow

### Lengthy word documents.

Makes information difficult and time consuming to absorb when helping customers.

## Text is not visually logical.

You are forced to read text heavy information and create a mental map of how the steps, exceptions and if/else statements fit together.

### Duplicate information.

Multiple documents and editors drive the creation of duplicate information, creating confusion and mistrust with employees.

## Small, simple steps.

Bite-sized pieces of information that are quick and easy for anyone to follow.

## Flowcharts are visually logical.

Employees always know where they are in a process and where to go next.

#### One source of truth.

The ability to re-use "sub-flows" makes duplication impossible. Owners can approve or merge edits to processes without duplication.

## Traditional Knowledge Base vs ProcedureFlow

### Search doesn't work like Google.

Enterprise search engines use text-match only for search results meaning that employees:

- Receive many options and versions of the same or similar documents.
- Are left to decide which documents are relevant and how to handle exceptions.
- Are required to read large amounts of Text information.

### Too many articles, not enough owners.

Multiple process owners must maintain thousands of articles and valuable user feedback from the front line is often ignored or put on a list. The publishing system is complicated, the drafting rights are guarded and change suggestions are hard to read and understand.

### No searching required.

Information represented visually guides employees through every step of a process with no need to search for information, and employees:

- Get the information they need at the exact moment they need it.
- Can easily follow and understand a Process, even if they are new.
- Navigate exceptions with ease.

## Enables process crowd sourcing.

A unique drafting capability allows all employees to contribute meaningful changes for approval. This has a dramatic impact on improving quality and accuracy of the information being used by all employees. This also creates engagement with employees at all levels.



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