

# KNOWLEDGE BASE



The ultimate document and information management tool that provides

- a web based framework for running the business in a consistent way, across multiple sites, saving money from a standardised approach;
- a central knowledge repository for the business day to day as well as projects in action, helping to keep consultancy costs down in the future by making knowledge central and stored and systems maintained;
- a method of documenting the organisation over time, reducing the time lag before new staff are contributing to the business;
- a knowledge framework which can be used as a competitive weapon when tendering for future contracts.

Research surveys have indicated that Organisations have a huge sea of knowledge that is generally not utilised to the benefit of the business. Better management of knowledge inherent but not yet explicit within the organisation can significantly increase business profitability. This software is much more than just a way of storing and organising data. Knowledge Base can manage both internal processes and/or customer specific project dialogue to build the client relationship.

This product features the following main menu options

- Filter by project type
- Related projects library behind any project
- Document management
- Lead times for jobs
- E-mail all subscribers

## Key Functions:

- Access from anywhere with browser access to the internet
- Security access to system functions
- Multiple user access
- Tracking of version changes to standard documents over time
- Documents stored as pdf, HTML or .rtf, search facility by name or type
- Supports standardised business model
- Multiple Knowledge Base pages, each can have different users
- Can view Knowledge base file pages by unique number, date, name, category, type
- E-mail function which e-mails all subscribed users notifying changes to documents or the Knowledge Base page
- Linked project file and script storage to maximise cross sales opportunities and store project spec documents
- Related project comments file to allow easy tailoring of key areas

Project No	Description	Date Entered	Start Date	End Date
121_1	Directors	13/05/2004	13/05/2004	
119_1234	test project 3	28/04/2004	05/05/2000	24/05/2004
122_2	Start Full	13/05/2004	13/05/2004	07/05/2004
123_3	Start Read Only	13/05/2004	13/05/2004	03/05/2004
124_4	Tutors	13/05/2004	13/05/2004	13/05/2004
120_43	Tracking project	24/05/2004	05/04/2004	14/05/2004
125_1234	test	21/05/2004	20/05/2004	24/05/2004
117_1234	Change Management control	26/05/2004	18/03/2004	24/05/2004
118_1234	Customer acquisition programme	08/04/2004	08/04/2004	08/04/2004
116_1234	Test project for Demo system	24/05/2004	24/03/2004	24/05/2004

Navigation menu: Documents, User Group, Insert, Change, Delete, Query, Discussions, Meetings, Close, Help

**EASY INSTALLATION WITH  
MINIMUM BUSINESS DISRUPTION,  
KNOWLEDGE BASE JAVA2 WEB  
BASED BUSINESS MANAGEMENT  
SOFTWARE WRITTEN AND  
SUPPORTED IN ENGLAND**

[www.steam-software.co.uk](http://www.steam-software.co.uk)

DTI figures: web based software typically costs 25% less to install than client / server systems