

CAS teamWorks

Company Portal for SMEs

For further detailed information,
please visit our website.



CAS Software AG
www.cas.de

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Well Informed. Always and Everywhere.

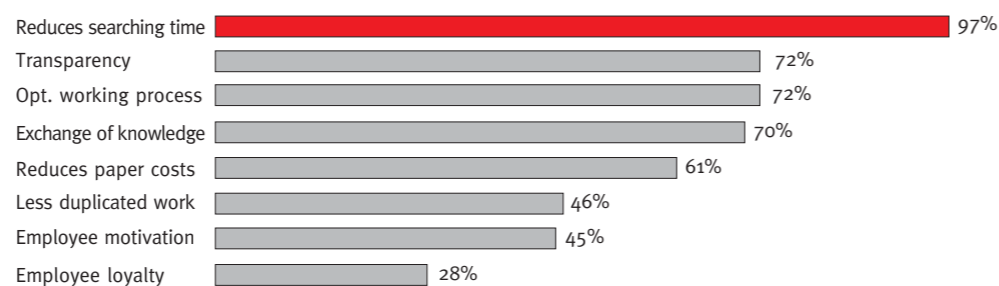




Making Effective Use of Information. More Success with a Company Portal

A company portal gives small and medium-sized businesses control over their information management systems – both in-house and out of office.

The economic advantages and objectives of the Intranet



Source: add-all AG - www.intranetberater.de

A company portal of this type has a positive effect on your employees' productivity, quality of work and motivation. This is demonstrated in their dealings with your customers and also in their perception of your company. And on the outside, your business partners are able to acquire information at any time of day, with no waiting time, or extra effort for your staff. The opportunities provided by a company portal as a combination of Intranet and Extranet are amazing.

What is a Company portal?

A company portal is a LAN application, that uses Internet technology to provide and exchange information for and with certain groups of people, through a secure login process. If the information is in-house data, it is known as the Intranet. If external users also have access, for example partners or customers, then it is called an Extranet.

How does a Company portal work?

Your employees are well informed.
They can have central access to up-to-date information and messages, they work faster, more productively and with greater motivation, and so are relieved of routine tasks.

Your customers obtain qualified facts.
They receive quick and correct responses, they like that they are being taken care of well, and will be happy to recommend your company to others.

Your business partners benefit.
They can access all the data relevant to their activities, regardless of business or opening hours. This way, you ensure loyalty to your company.

How can you make your company portal more successful? ►►►



Increase the value of your company with CAS teamWorks

- ▶ **Higher productivity:**
Your daily work is less complicated, faster and is done with no interruptions.
- ▶ **Cost-saving:**
Search times are reduced, procedures simplified, and double work or double bookings avoided.
- ▶ **Increasing profitability:**
Clearly defined responsibilities ensure that every employee's work becomes more valuable and more efficient.
- ▶ **Happy customers:**
The quality of the information goes up, response times go down, the number of recommendations increases.
- ▶ **Smooth business processes:**
Forms and checklists simplify and standardise procedures so that everyone knows what to do.
- ▶ **Correct decisions:**
Rapid access to current information provides the basis for decision-making with constant information.
- ▶ **Independent employees:**
Transparent procedures create the environment for productive work, and new employees become quickly and easily acquainted with their work.
- ▶ **Shared knowledge:**
Valuable corporate knowledge is documented and made accessible to all.

Efficiency, Productivity, Motivation: CAS teamWorks And Your Company Runs Well

More than an Intranet. More than an Extranet. The company portal combines both, linking in-house data with external information on an effective knowledge platform. This platform can be accessed by all parties, whenever they need the information. It creates a living network that your company uses to operate efficiently.

Central information management

Every day valuable data is processed within your enterprise, and your corporate knowledge increases. Sometimes work is duplicated, sometimes things are missed, and sometimes not everyone can find what they need. With CAS teamWorks you can gather, process and update all your data centrally. Old information is not displayed when the time options are used. Transparent structures and controlled access rights ensure that your employees can always find or file the right information, in the right place. Transparent knowledge management for all.

Using experience efficiently

Valuable experience can be gained from processes and projects that follow the same pattern. CAS teamWorks makes use of this experience to turn procedures such as making a holiday application into a simple routine operation. Various release mechanisms help you with ensuring that information is distributed on a daily basis. Check lists ensure that the procedures run without error and in a transparent manner. A standard procedure rather than starting from scratch each time.

Finding the right contact quickly

What is A's extension number? Who is B's line manager? Who knows all about XYZ? CAS teamWorks leads you quickly to the right person, and also tells you if he or she is not available, and who is the back-up colleague.

With CAS teamWorks, time-wasting enquiries and rescheduling meetings are a thing of the past.

Appointments – perfect planning

Is it possible to arrange a meeting with B tomorrow? Is the meeting room available? Can I use the company car today? A view of colleagues' calendars and the occupancy schedules turns organising meetings into child's play.

Turn over for a detailed overview of functions ▶▶▶



Dashboard: the most important information at a glance

“Our staff can find the information they need much faster. It means that our call centre agents are able to work very independently, and can provide the correct information straight away. This saves us up to 20 per cent in working time.”

Wolfgang Findeisen, Call Centre Manager Otto Reisen GmbH, Hamburg



Easy Operation. Robust Functionality. Unlimited Capabilities

Knowledge management

Your working day starts with your personal home page giving you an overview of the most important things, tailored to suit your activities.

The company news items and the notice board are two-way communication methods. Employees can use them to find information, or post information for others.

In the search function, valuable corporate knowledge is clearly categorised, easy to find, and accessible to all.

Address management with links: all addresses are structured by company, contact names, and individual contacts.

E-Mail-Client

It could not be easier – you can send presentations and important documents directly, using the integrated e-mail client.

Employee information

Extension numbers, contact details, current deadlines, a list of people on holiday, a picture, the various contact options and the responsibilities of other employees – all information at one glance: this is called teamwork, or in CAS teamWorks, employee search.

A birthday greeting sometimes achieves more than three mailings would. A birthday list is a small, refined function, yet it has

a great effect on relationships with colleagues and customers.

Appointments and task management

With one look you can arrange appointments and provide information without much effort. In appointments management you have access to employees' calendars and the resource bookings – and if required the Outlook calendar function can be integrated.

To whom have I delegated what? Task management means that you cannot lose sight of your own tasks or of those you have delegated.

Forms and procedures

With the Holiday feature, employees have an overview on their holidays from the moment of application, covering the approval process through to the checking procedure; also absences can be administered and overlooked with this feature.

Tip: Checklists ensure that processes are complete and standardised. Knowledge is utilised efficiently by means of standardised online forms.

Document management

Say goodbye to unstructured filing. A structured filing system simplifies daily work on documents (Word, Excel, PowerPoint, Internet pages) for direct publication, filtering and analysis.

Tip: The most efficient way of creating, noticing, approving and distributing documents is by way of the document management system.

Flexibility

You can customise CAS teamWorks in just a few seconds by adding your company colour, logo etc, and create your own company layout.

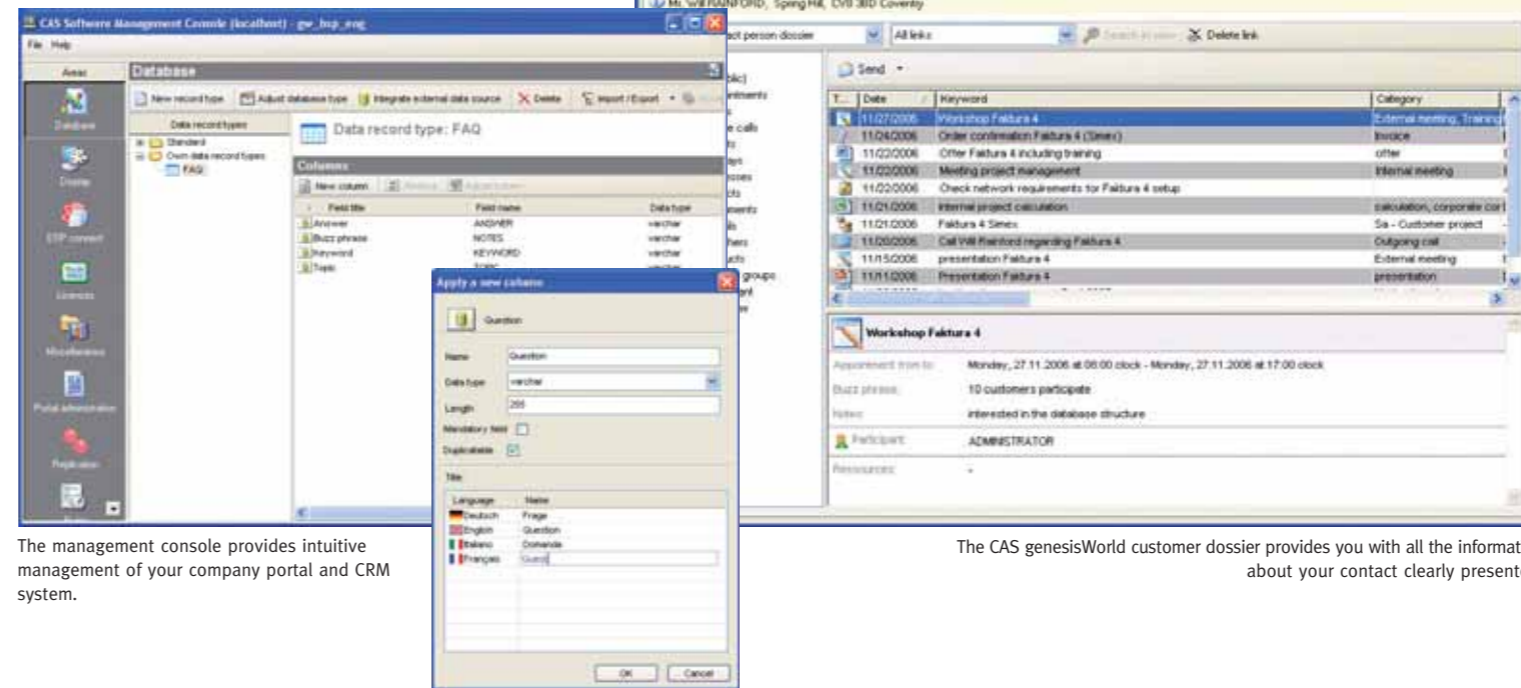
Tip: Sophisticated access authorisations ensure that your data is safeguarded.

“Our customers have noticed how much the information flow within QGROUP has improved. After we had introduced CAS teamWorks, our staff gave it a standing ovation, so enthused were they about it. The best thing about is that you can start with it straight away.”

Sven Erhatic, Chairman QGGROUP Solutions AG, Frankfurt/Main



Visit ►►► www.cas.de for a detailed tour of the product.



The management console provides intuitive management of your company portal and CRM system.

The CAS genesisWorld customer dossier provides you with all the information about your contact clearly presented.

Using Synergies. Comprehensive Working. Company Portal and CRM

Teamwork means working together. Or in a more devolved sense: using comprehensive solutions to create an important foundation for your success.

Using a common database as the basis, you have the option of expanding your CAS teamWorks company portal by adding the CAS genesisWorld CRM solution. The combination of company portal and the CRM system provides integrated management of your customer-focussed data, in-house and external information, thus complementing your relationships with the outside world.

CAS genesisWorld makes it easy to implement a professional customer management system. This is supported by the advanced address, appointment and document ma-

agement functions, along with task and project management functions, marketing and sales control with complete customer dossiers, and much more.

All the information is stored centrally on a common database, and made available on the company portal via Intranet, Extranet or the CRM system. You spend less time searching for information, document distribution is accelerated, and the paper flow is reduced. Duplicated work and sources of error are avoided.

The advantages at a glance

Whether it is sales or production information – your data is consistent, complete, up-to-date and reliably available at every workstation; new information is provided from a single point.

Distribute information, no need to spend time thinking about it

The common database ensures that you can find documents, addresses, appointments and projects without delay. Just a few clicks will get you to the documents, appointments or tasks you want, and then, depending on your authorisation rights, to publish them on the company portal, i.e. on the Intranet, Extranet or on your CRM system.

Reacting quickly to changes

All information is always up to date with no extra effort. This means that you can react quickly to changes such as updated price lists, product information and presentations.

Well informed. Always and everywhere.

Whether you are on the road, working from home or from another branch: At all times you have the opportunity to access important information.

For further information about CAS genesisWorld please visit ►►► www.cas.de

“With CAS teamWorks we have been able to reduce our decision-making lines. For companies wishing to set up a modular and logically constructed Intranet in a very short space of time, CAS teamWorks is a superb solution. There is nothing to compare in the price segment.”

Manuel Häflinger, Project manager of Post Pension Fund, Berne



Good to know

- **Quick start:**
With minimum implementation time, CAS teamWorks is ready for use in just a few hours.
- **Secure investment:**
The technology, which has been proven many times and is based on our multi-award-winning CRM solution CAS genesisWorld, provides you with security for the future.
- **Easy to use:**
You can add your own corporate layout and customised user interface straight away.
- **Use in combination:**
CAS teamWorks works hand in hand with CAS genesisWorld and together they cover all your customer and information management processes.



The building of CAS Software AG in the Technology Park of Karlsruhe, Germany

Who is CAS Software AG?

For over 20 years CAS Software AG has been developing and marketing software products under the motto "Well Informed. Always and Everywhere." especially for medium-sized companies, to provide them with sustained success. As a leading German total solutions provider for customer and information management for SMEs, CAS Software offers a unique world of over 80 solutions built round CAS genesisWorld and CAS teamWorks. The products are designed for different industries and individual needs.

Every day, more than 150,000 users work with our products. The increasing importance of consistent customer focus has ensured constant growth for this complete supplier of CRM products. A dense network of over 100 certified CAS partners in Germany and Europe ensures optimum advice and implementation.

Create Trust. Secure the Future.

Over 150,000 Users

Awards



CAS Software received the "Innovator of 2006" award, and thus occupies the first place in the country-wide Top 100 comparison study, which each year awards a prize to the most innovative company in the SME sector.



CAS Software received the CRM Award for 2002/2003 in the SME category for outstanding success in the SME sector.



CAS teamWorks has been nominated for the European IST prize 2003. It means that CAS teamWorks is one of the leading innovations in the European IT field.

In the press



"The company portal is specially designed for the needs of SMEs for business information management and control. The modular system allows an Intranet to be created in just a few hours, and customised to meet individual needs"



"With its two solutions CAS Software AG is on course to create effective competition for Microsoft, albeit at a lower price level. So, particularly for smaller companies, CAS teamWorks and CAS genesisWorld are viable alternatives to Microsoft CRM and Microsoft SharePoint Server."



"The Intranet Groupware CAS teamworks helps companies with the electronic distribution of documents. This means that information for employees is produced and managed – and thanks to the new authorisation system, different versions of the same file as well."



"If you save time, you get ahead. And if you get ahead, you usually win. That is just what CAS Software AG demonstrates with its 'CAS teamWorks' Information and Communications platform. Not only is the day-to-day work easier and faster, but, what is most important, it is more efficient. The Intranet based CAS teamWorks company portal is currently one of the most outstanding advances for efficient cooperation in small and medium-sized enterprises."

We want our customers to succeed



Since 1986, we have been dedicating ourselves to help small and midsize businesses becoming more successful with our solutions. "Well Informed. Always and Everywhere" is our motto to help you to succeed. Today we see the results: The market success of CAS products has turned CAS Software AG into the leading German expert for CRM solutions in the SME sector. The secret of our success is quickly explained: Our software is optimised for the needs of small and midsize businesses – flexible, efficient, quickly implemented and inexpensive in purchase and operation. We want you and us to be more successful.

With best regards from Karlsruhe

Martin Hubschneider
 Martin Hubschneider
 Chairman of the Board
 CAS Software AG