

Process Efficiency and Adherence from Idea to Launch

Delivering new products to market is a complex process. The required coordination and management of deliverables, resources and metrics has motivated nearly 70% of companies to adopt a structured process to govern their product development decisions. Using automated tools to facilitate your structured process increases the time savings experienced in the administration, communication and reporting associated with your product development process.

To achieve greater improvements in cycle time and increase the quality of process execution, product development managers need a way to:

- *Increase the visibility of project status and resource demands across the organization.*
- *Reduce the administrative burden associated with preparing for gate meetings.*
- *Compress project start up time.*
- *Improve collaboration and communication among distributed project teams.*

Sopheon Accolade's Process Modeler helps your organization navigate the complexities of the development process faster and more effectively integrating decision-making support to speed the right products through your process.

Accolade's Process Modeler automates any process methodology used by your organization such as Stage-Gate™, PACE®, waterfall, tollgate, phase review, or phase gate. It can host varied processes such as those unique to a single business unit or product, those used for products that are new-to-the-world, or fast track processes for line extensions or

product improvements. It comes preloaded with the best-practice research of Dr. Robert Cooper and Dr. Scott Edgett of the Product Development Institute and Sopheon-supplied best-practice deliverable templates.

Accolade Process Modeler's web-based structure provides easy access to a central repository that stores all relevant project data collected as a project moves through your commercialization process. System alerts provide on-demand notification of project decisions, pending deadlines, and projects at risk. Online process documentation and system context-sensitive help provide just-in-time learning tools to quickly train team members on your process model and how to complete tasks.

Team members assigned to a project use the project home page as a collaborative workspace for completing predefined project deliverables, discussing project challenges, capturing lessons learned and reporting project status. Executives and process owners use the project information collected to support management reports, portfolio decisions, prepare for gate meetings and allocate resources.

Accolade's Process Modeler capabilities provide the efficiency you need to reduce cycle time and the infrastructure to reinforce process adherence.



Optimized Process Management

Automating a Process Model

Accolade's Process Modeler module supports the automation of any number of structured process methods used in your organization. You can automate unique processes for products new-to-the-world, product line extensions, product suggestions, process improvements and so on.

Creating a Project

Compress project start-up time using Accolade's Process Modeler module to structure your state-of-the-art product development process. To reduce project startup time, you select the process you will use for a project, assign team members, responsibilities and timelines, and begin the project.

Completing a Deliverable

To ensure the consistent completion of project assignments, Accolade's Process Modeler module lets you structure and customize your deliverables using smart documents. Web forms capture the details in a format that facilitates information re-use during project reporting. Accolade's library of best-practice templates provides the content structure and instructions for completing the deliverable assignment.

Collaborating on a Project

Accolade's Process Modeler module tracks all project activities through a project home page. Real-time collaboration capabilities let teams maintain current and accurate project status so managers can proactively identify and resolve issues that threaten the success of a project. Project team members, regardless of location, can use tools such as Windows® NetMeeting, email, and threaded discussions to team up on project tasks.

Communicating Project Status

Accolade's Process Modeler module integrates smart-document technology to reduce the amount of time team members spend on administrative tasks by automating and accelerating the creation of project plans, status reports and other key deliverables. As project information is generated, the system automatically draws down relevant data to pre-populate status reports.

Collaborating on documents

Using document management capabilities, Accolade's Process Modeler module automatically tracks and controls document revisions and versions so teams can collaborate on all written work tasks.

Reporting Project Status

The Gate Line-up in Accolade's Process Modeler module provides executives, portfolio managers and process owners a quick view of project status. Symbols flag projects at risk or nearing critical dates. Through project-status charts and reports, additional details about project completion can be communicated.

Completing an Assignment

Accolade's Process Modeler module organizes project assignments and due dates for each team member including the objective of the assignment and any predefined templates or online forms that would require completion to fulfill the project assignments.

Moving Ideas Through Product Development

By integrating Accolade's Process Modeler with Accolade's Idea Management, you can move an idea into your project cycle and retain the evaluation and decision details used to approve the idea.

Configurable System Reporting

Through integration with Microsoft® Excel, you can tailor existing charts and reports or create additional charts and reports necessary to inform your portfolio decisions and enable detailed portfolio analysis.

Using Microsoft® Project

Through an intuitive interface, project managers can share project planning details between Accolade Process Modeler and Microsoft® Project, retaining all dependencies, task assignments, and other relevant data.

Integrated Best-Practice Content

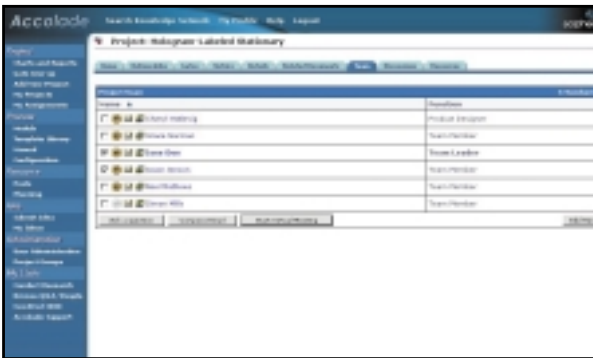
Accolade's Process Modeler comes pre-loaded with best-practice research, content and process methodologies to assist your product development efforts. Benefit from the research of leading product development authorities Dr. Robert Cooper and Dr. Scott Edgett by leveraging their Stage-Gate™ process model and manual to jumpstart your system implementation. In addition, Sopheon supplies a library of deliverable templates that includes best-practice guidelines for what is required to complete the deliverable and the know-how to coach team members through the task.

Benefits

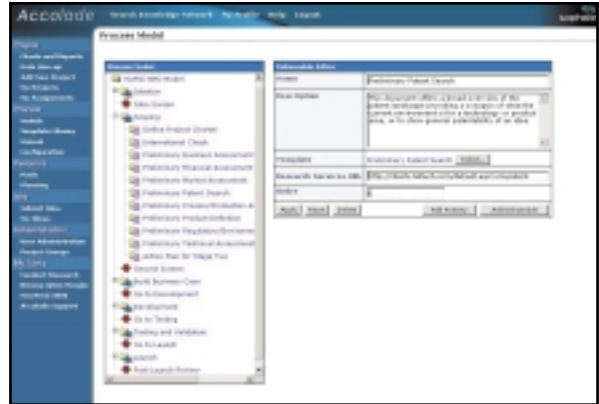
- Improve time to market
- Reduce development costs by killing losing projects sooner in the process
- Speed project decision making
- Leverage best-practice research
- Improve team productivity
- Decrease the cost associated with failed projects



Drive process adherence within the stages of your product development process by providing clear direction for team members on the tasks, assignments and deadlines necessary to complete deliverables.



There are multiple ways for distributed project teams to communicate and collaborate on their project such as email, virtual meetings, and facilitated Q&A.



Use Accolade to automate the product development process you've implemented in your organization, or adopt the best-practice model included as a comprehensive process solution.



The Gate Line-up summary provides an up-to-the-minute status report for all projects within the process. Symbols are used to draw attention to projects at a critical stage in your process or requiring further examination.



Whether your team resides in one location or globally, they can share project knowledge through threaded discussions on project tasks, assignments and decisions. Documented information related to a project can be uploaded and shared to support project decisions.



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