IDS
Enabling Success

Client

Europe based Precision Engineering company

Client Requirement

To manage date from meetings in a web application for anytime, anywhere monitoring and tracking of Actions and Decisions
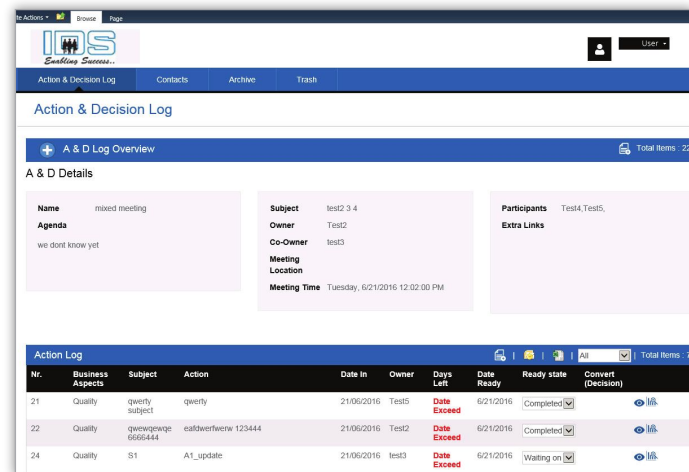
Challenges

▸ All the minutes of meetings were manually recorded and maintained in excel files

▸ It was very cumbersome to manage and keep track of all the meetings' data

▸ Bulk tasks were manually assigned through emails

▸ Syncing between the web app and MS outlook

IDS Solution

▸ IDS developed an application to manage/track the meetings within an organization and outside of it

▸ Application has the capability to **map multiple decisions** against every individual action

▸ It has the feature to convert meeting actions to outlook tasks

▸ Archives all the meetings, actions and decisions logs

▸ Application allows connectivity between multiple A&D logs, User Management, Active Logs, Active Directory, Attached Documents with Meetings and Tasks/Decisions, Archived Actions and Decisions

Technology: MS SharePoint 2010, SharePoint 2010 Designer, MS Visual Studio 3.5/4.0/4.5 and MSSQL Server 2008 with Management Studio

Salient Features of the Application

✔ Integration with MS Outlook

✔ Attractive dashboard for all the Meetings, Actions and Decisions

✔ Alert Notifications

✔ Product Do Check Action based Attractive Charts

✔ Checks for accepted attendees to ensure their attendance before the start of a meeting

Business Results

▸ One stop application to manage and track all the meetings, actions and decisions

▸ Client no longer needs to send extra meeting or decision related emails to the participants, which saves time and effort

Client Feedback

❝I also take the opportunity to thank IDS and colleagues for all the help and support in launching the application – we appreciate all the hard work and the way in which IDS have responded to any blips that have arisen.

–Project Manager Jr