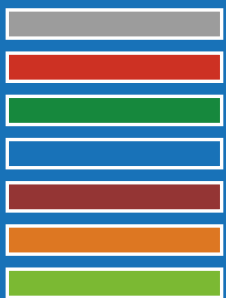# There are some things

that you wouldn't want to digitalise.

And others
you really
would.

DRSM DC THE MANAGER TOOL

As a manager, you can have everything under control
… and finally sleep well again at night!

Digitalise management tasks?
Let us show you how easy it is!

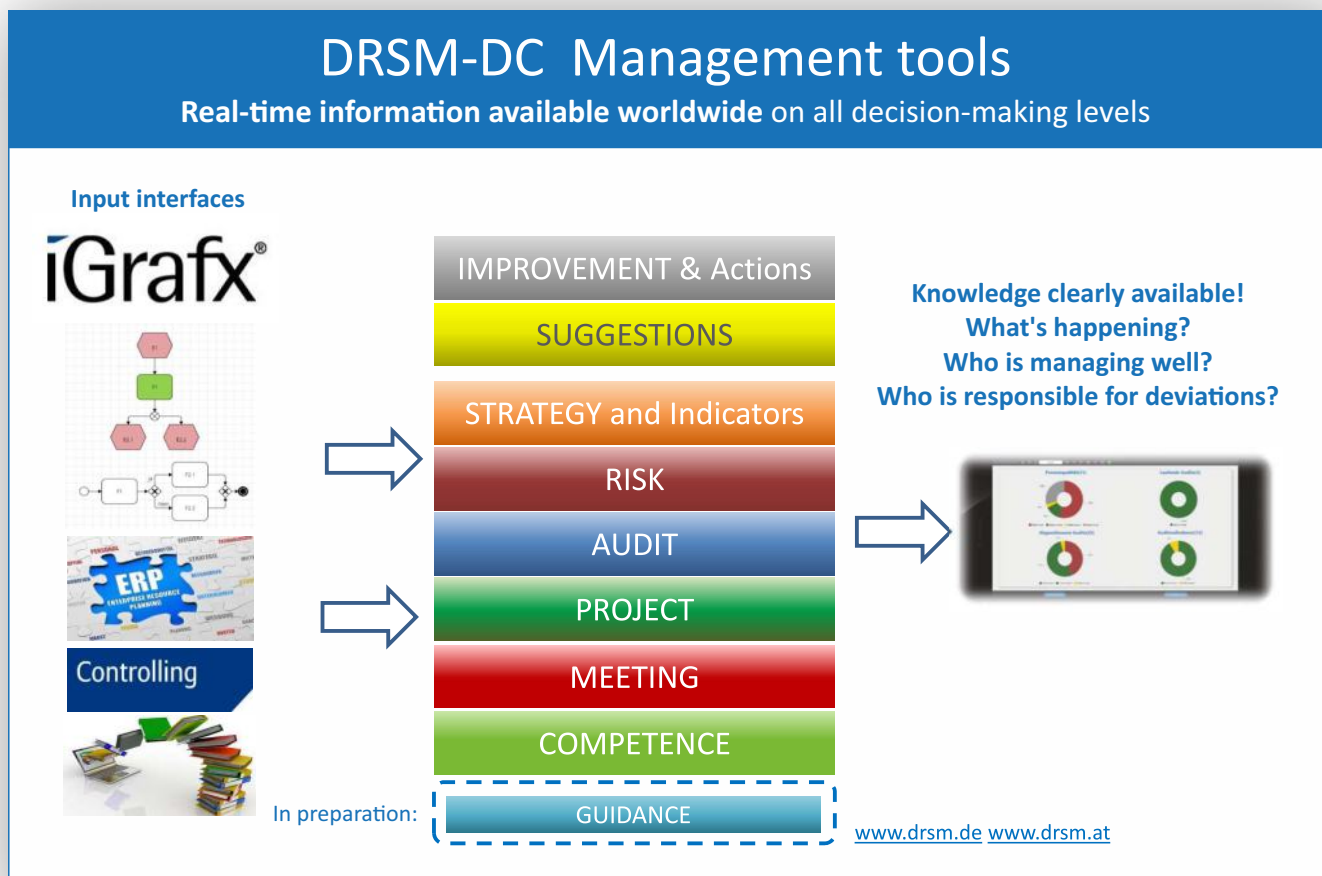# What are the important management topics within and alongside day-to-day business?

We, and our customers, say that every manager should have the following topics under control for their own field of responsibility:

- All ongoing measures
- All improvements
- All planned and ongoing meetings
- All planned and ongoing projects
- All planned and ongoing audits

- All relevant risks
- All relevant strategies and key figures
- All available competences and
- All necessary instructions

Employees should be able to suggest improvements and opportunities and report risks, both personally and anonymously.

This is where **DRSM DC - the Manager Tool** comes in

Management intelligence: collaborative, in real-time - worldwide

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DRSM-DC Management tools
Real-time information available worldwide on all decision-making levels

Input interfaces

iGrafx®

ERP

Controlling

IMPROVEMENT & Actions

SUGGESTIONS

STRATEGY and Indicators

RISK

AUDIT

PROJECT

MEETING

COMPETENCE

In preparation: GUIDANCE

Knowledge clearly available!
What's happening?
Who is managing well?
Who is responsible for deviations?

www.drsm.de www.drsm.at

We can directly connect your existing management system, including IT solutions, keeping the whole thing going through collaborative cooperation while also providing support for the business development and legal security that are essential to survive!

DRSM DC
for Improvements

▶ ... I am responsible for managing our group-wide measures

> QMR: "Over 3,500 measures are currently in progress from various locations and areas.
> We tried to coordinate them using Excel - but this was unfortunately unsuccessful!"

A practical example from the automotive industry:

Now, as a QMR, I know which measures within the group are going as planned and where deadlines are being missed. The managers know which measures are running in their field of responsibility and who is responsible for processing them. You can prioritise measures and (re)delegate them where necessary. Those responsible for measures can escalate their measures and even divide them up

All measures go through a process based on the 8D report.

The manager only sees the measures in their field of responsibility and can also allow "observers" to see the processing status.

QMR: „It only took a few days to import the approx. 3,500 Excel measures into DRSM DC and to complete the necessary preparation (every measure requires a person responsible for the measures!) ... and now nothing gets lost any more. I can call up the status of our measures management at any time and from anywhere in real-time."

▶ ... I am responsible for the continual improvement process in my field of responsibility

Completed measures are automatically transferred to a „Lessons Learned" area.

In principle, I can define a „best practice" from every measure and initiate an improvement project from it.

QMR: „Incidentally, during our last routine surveillance audit, I was able to show, at the touch of a button, which measures had been running in which area and on which topics (TAGS) last year, which are still open, which have been concluded positively or negatively."

- [Here is a video that explains everything in brief.](#)

- Here is an approx. 45 minute recording of a web event on the subject.

- [If you want to test it out for yourself for 30 days, you can register here for your download.](#)

▶ ... I manage my **meetings / reviews** digitally

Team leader: „We have a lot of meetings via teams, Skype or other web tools - unfortunately, the agreements don't remain in focus, many measures are not followed through to the end."

A practical example from the development field:

We also use web tools for direct communication in meetings. With **DRSM DC for Meetings**, we can ascertain, even as we plan the agenda, who is actively participating and who should be able to see which results. We record agreements online and define measures while the web meeting is still taking place. Then nothing needs to be "sent" - all information is already there in real-time where it is needed.

... and the good thing about it: Not only are the meeting participants informed about the meeting and the resulting agreements in real-time, but the managers of the meeting participants and everyone who has been defined as the "observer" of a meeting. Everyone involved knows who has to do what and which resources are necessary for this.

Meetings can then only be ended when the last measure from the meeting has been dealt with and evaluated.

Development manager: „With DRSM DC Meeting, nothing gets lost anymore and we don't discuss things twice, three times or even more."

Entwicklungsleiterin: „Mit DRSM DC Meeting geht nichts mehr verloren und wir besprechen die Dinge nicht 2, 3 oder noch mehr Male."

P.S.: „We can easily assign measures from meetings to ongoing projects or key figures. Then the measures end up where they belong - this was only possible at „team meetings" with a lot of subsequent effort and a lot of discipline."

- Here is a video that explains everything in brief.

- Here is an approx. 45 minute recording of a web event on the subject.

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DRSM DC
for Projects

... is my compass in rough seas

▶ ... finally, I can keep sight of all ongoing **projects**

> *Project manager: „Each community has an individual project management system. I receive reports on the status of these projects in various forms - and sometimes on paper. Coordination is virtually impossible."*

A practical example from community networks:

I finally know what projects are happening in which communities and can see whether they are going as planned or not. Similar projects can be coordinated and the resources consolidated.

I specify who can see which projects and who is actively involved in a project.

Project coordinator: „The projects with their project phases can be defined on the web in minutes. I actively involve the necessary project members in the project through the internet and define their rights. In addition, important decision-makers from the municipalities and other authorities can be involved as observers. They can then find out about the status of the projects at any time and in real-time - it's simply great."

Work packages are written during the project meetings in **DRSM DC Project**.

Gantt diagrams are available to provide a rapid oversight of the many ongoing projects.

... and the best thing is that all team members can collaborate together in all the projects to which they are allocated.

*„With DRSM DC Project, we have a **pragmatic and manageable project management tool**, rather than a highly-professional one that requires separate training to operate the software."*

- Here is a video that explains everything in brief.
- Here is an approx. 45 minute recording of a web event on the subject.
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... finally, I've got our **audit management** under control

> Audit coordinator: „Excel as an audit planning and measure management tool almost drove me to despair. It was simply impossible to monitor and control more than 100 locations."

A practical example from a pharmaceutical corporation:

The scheduling and coordination for more than 1000 audits annually at over 300 locations worldwide is more than a brain teaser. We now solve this on several levels with **DRSM DC for Audits**. For this purpose, the QMR of the individual locations is actively included in the online planning.

Lead auditors and auditors are managed from a central point with respect to their skills and resources. The QMR allocates their deployment to sites from a decentralised location.

The audit execution is managed using a workflow. The auditors work with **tablets** or their laptops directly during the audit. Findings, for example in the form of photos, can be recorded directly on site to evaluate an audit question. When the audit is finished, the lead auditor releases the results via the internet ... and voila, the **audit report** lands on the relevant manager's digital desk in **real-time**.

The very next minute, audit measures can be defined from the audit report via the internet ... and work can begin on remedying a negative finding - it couldn't be faster!

QMR: „I would not have thought it possible that our auditors would be able to use the tool with just a **10-minute briefing**."

Managing director: „It is good that we are aware of deviations and can remedy them quickly. It is even more important for me that good solutions are recognised and documented in the locations. This enables us **to make the best practice solutions from the audits usable for the whole group and enhance undetected potential. Audits are now a management tool.** "

- Here is a video that explains everything in brief.

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DRSM DC
for Risks

▶ ... this **risk management** is pragmatic and more than sufficient

> Managing director: „We need risk management for certification! ... OK, what do we need to do as a matter of urgency? I just can't imagine the benefits this will actually bring me."

Practical example of an SME, manufacturing industry with approx. 100 employees:

It was already interesting enough when we worked through a standard risk catalogue.
First, we ticked the risks relevant to us and then created a specific **risk catalogue** for our company within an hour. There were still some other additional risks, while others from the standard catalogue were not relevant for us.

Then we looked at our processes and fields of responsibility. The risks can be allocated easily to the fields of responsibility using **DRSM DC for Risks**.

... this means that the managers in question were automatically informed and I was able to address them directly for the initial assessment of the risk and include them in the assessment.

... and **risk maps** are created that are automatically filled with the initial assessment of the risks in the context of the fields of responsibility.

Managing director: „I didn't believe how easy it was. For identified critical risks, we were then able to derive a risk strategy and necessary risk measures with the management. We want to do this at least once a year."

... and then came Corona:
... and we hadn't given any thought to what to do if there was a suspected case in the company!

With DRSM DC for Risks, we were able to tackle the issue directly and find a solution very quickly.

- Here is a video that explains everything in brief.

- Here is an approx. 45 minute recording of a web event on the subject.

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DRSM DC THE MANAGER TOOL **www.drsm.de** *We digitalise management tasks.*

DRSM DC

for strategies and indicators

▶ ... I can manage **strategies and indicators** easily

> Managing director: „Our strict certifier almost drove me to despair. How can I show continuity from our mission through our QMS to relevant indicators?"

A practical example from our own business – we are a small IT company:

In theory, it always sounds very good!

Before we got to the topic of „indicators", a lot of „homework" had to be done: What is our mission? In what context is our company in the market, which interested parties are relevant for us and what obligations do we have?

I now say, with a little breathing space: „The processes and responsibilities (positions and roles) we actually need have only now become clear to me, as an entrepreneur."

If that's not an issue for you, all the better! Then you have definitely also defined strategies and the associated strategic goals. If you link these strategic goals with a process area or field of responsibility, the definition of one or more key figures is relatively easy.

*MD: „ was amazed how easy it is with **DRSM DC for Strategies and Key Figures to define a indicators** in a systemised manner and to stipulate the necessary target values and lower and upper "control limits" for corporate management. The DRSM DC for Strategies and Key Figures Manager Tool takes care of creating a diagram."*

„Initially, we entered key figures into the system by hand - although we know that the data can also be uploaded from other IT systems."

It is particularly good that there is an **overview of all indicators** and that I can see the **indicators trend** at any time, including in the context of the **forecast**. I can see whether the goal has been achieved and also if we are possibly moving into a critical area. Measure management for strategic measures is integrated in the tool, of course.

- Here is a video that explains everything in brief.

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▶ ... training measures are planned on the basis of **competences**

> *Managing director: „Personnel development - yes, that sounds good, but I've always found it difficult in the past ... and the personnel department wasn't a lot of help either."*

A practical example from a production company:

Have you ever consciously used an **employee appraisal** to reflect on the skills of your employees? A good management system knows which employee is active in which role in which processes. This is standard in the process management tool of our partner iGrafx®.

P.S.: This enables us to create **job descriptions digitally** and automatically at the push of a button. In the context of the activities of a role in a process area or field of responsibility, we have recorded **specialist and personality competencies** as the target competence of a role. If a specialist competence is required in several roles, we speak of general specialist competence (e.g. knowledge of English or a general university degree). If a technical competence is only required in one role, then this is a specific technical competence.

With **DRSM DC for Competencies, competency catalogues** are created that can be expanded or changed at any time.

Production manager: „The good thing is that we can determine for ourselves how high the level of a certain competence should be.

... and we were able to reflect on the activities and roles of the specific employee during the actual employee appraisal and work out what training was necessary together."

Further training measures are of course managed as part of the measure management in DRSM DC for Competencies.

In DRSM DC for Competencies, dynamic **competency diagrams** are run as „spider diagrams". If the competencies of an employee are known, you can check the extent to which the requirements for other roles are also met at the touch of a button.

- Here is a video that explains everything in brief.
- Here is an approx. 45 minute recording of a web event on the subject.
- If you want to test it out for yourself for 30 days, you can register here for your download.

... with full concentration on your day-to-day business:

- **DRSM DC for Improvements**

  is my trendsetter in day-to-day business

- **DRSM DC for Meetings**

  is my diary so I don't forget anything

- **DRSM DC for Projects**

  is my compass in rough seas

- **DRSM DC for Audits**

  enables me to be excellent every single day

- **DRSM DC for Risks**

  is my airbag for day-to-day-business

- **DRSM DC DC for Strategies and indicators**

  gives me the guard rails for my daily decisions

- **DRSM DC DC for Competences**

  is my perfect resource manager

I can simply rely on it: information on topics beyond my day-to-day business, such as strategies, risks, audits, projects, meetings and competencies, is not forgotten and is always up-to-date and available to me no matter where I am.

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