



# OpusView<sup>®</sup>

People. Capability. Delivery.



[www.opusview.com](http://www.opusview.com)



## Community

### Manage organization capabilities

#### Organizations

View information on competencies and capabilities in group businesses, locations and departments to enable success.

#### People

Understand competencies across the business community including employees and external partners.

#### Competencies

Track competency gaps and strengths across the community to improve your talent acquisition and retention strategy.

#### Capability Analytics

Analytics provide insights on organizational and people capabilities to aid faster talent related decision-making.



## Competencies

### Find people for work

#### Talent Ecosystem

Organize your talent supply chain to be highly accessible and impactful for projects-based working.

#### Skillsets

Find people with verified skills, subject matter expertise and domain knowledge. Compare capabilities and experiences.

#### Surface Talent

Gain comprehensive understanding of the capabilities of employees and what they bring to the table for work delivery.

#### People Analytics

Highlight interactions, capabilities, utilization levels, competency gaps, current supply-and-demand for work.



## Learning

### Acquire new expertise

#### Stories

Share learning and experiences with your community.

#### Engage your Audience

Publish Stories about innovation, lessons learned and critical thinking.

#### Communicate with Stories

Use Stories to engage with your employees and external partners to provide new content and information.

#### Align Stories

Connect Stories about know-how, initiatives or projects directly to people, skills, locations, departments and businesses.



## People

### Discover people in your community

#### Skillsets

Identify and deploy the right skills, in the right place, at the right time. Talent Watches make sure you never miss new talent.

#### Profiles

Find people with specific capabilities, subject matter expertise and domain know-how.

#### Utilization

Match project work opportunities with employees based on verified competencies, workload and location.

#### Tags

Find and organize people of interest for current or future work based on verified capabilities.



## Work Design

### Efficiency and effectiveness

#### Real-time Communication

Improve work efficiencies through purposeful interactions and sharing information in your collaborative workstreams.

#### Personalized Dashboards

Interactive dashboards clarify performance objectives by presenting real-time data on all programs and projects you participate in.

#### Socialize Tasks

Share tasks, assign task leaders, agree schedules and view task dependencies across your projects.

#### Work Plans

View performance, workload of each team member and status of each task. Easily change work schedules to suit your priorities.



## Resourcing

### Workforce performance and wellbeing

#### Skills Search

Identify potential team members by searching for verified skills and experiences needed for your work requirements.

#### Availability

Check for any work blocks and absences in the future. Prevent over-utilization of people.

#### Planning

Resource workloads can be viewed and updated to achieve optimum operational efficiency.

#### Requisitions

Log and track requests for internal and external resources. View progress status and staffing related documents.



## Social

# Raise productivity and innovation

### Interactions

Align purposeful interactions and connections to team members and experts.

### Knowledge

Provide easy access to the right level of trusted information at the right time.

### Gamified Recognition

Reward employee contributions to show them they are appreciated and to encourage them to work more productively.

### Utilization

Increase team satisfaction and wellbeing by making sure employees are not over-utilized and their viewpoints are considered.



## Planning

# Deliver work on time to budget

### People

Form teams of people who are best-skilled for the work. Understand any competency gaps and strengths of the team.

### Activities

Define and allocate all task work that is needed in the plan. Continuously monitor progress or to identify any bottlenecks.

### Track Work

Monitor tasks, their interrelations and dependencies from start to finish to get the work done on time.

### Delivery

View current progress and expected timelines for delivery. Scheduled changes are automatically communicated to teams.



## Productivity

# Motivated workforce

### Access

People have everything they need right at their fingertips – minimizes time-waste when searching for documents, notes, schedules or messages.

### Clarity

Know exactly what needs to be done and when, with detailed real-time insights into business projects and the corresponding teamwork.

### Goals

Team members understand individual and common goals to meet work completion deadlines.

### Contribution

Rewards system to recognize employee contributions, encouraging people to work more actively when they feel happy and valued.



## Teamwork

### Optimize your performance

#### Talent

Form superior, inclusive and diverse teams from across the organization with right-thinking talent and capabilities.

#### Objectives

Teams know what they are working towards and what needs to be done to reach their objectives.

#### Design

Good team design is well-blended with diversity and skills, but also one where the team strives to be the best.

#### Collaboration

Communication is instant and linked to project working by sharing viewpoints, documents, task status and progress.



## Knowledge

### Digital library on-demand

#### Work Components

Knowledge templates drive best practice and consistent working across the organization.

#### Compliance

Teams know what they are working towards and what needs to be done to reach their objectives.

#### Efficiency

Knowledge templates are deployed instantly, bringing new efficiencies when setting-up projects.

#### Better Processes

Knowledge templates are enablers for continual process improvement and innovation.



## Notifications

### Never miss what's important

#### Personalization

Choose the events that are of interest and their channel of delivery.

#### Event Alerts

As activities and interactions take place, you are notified of any events that are important to you.

#### Real-time

Event information is delivered and available immediately.

#### Data Detection

Set Watches to notify you when important information becomes available.



## Hybrid Working

### Transform work delivery

#### Programs

Share programs with stakeholders so they can stay informed about program performance and health.

#### Projects

Plan and execute your whole project, ensuring that you and your team stay in control and you don't lose track.

#### Tasks

Assign multiple team workers or mini-teams to any task. Track tasks so teams can meet deadlines by planning their time.

#### Risks

Establish and share action plans and procedures to avoid threats or minimize their impact, should they occur.



## Personalization

### Improving your experience

#### Name Branding

Customers can choose their own brand or organizational name for the software.

#### Logo Branding

Customers can brand the login form with their own organizational logo.

#### Themes

Users can select their preferred color theme.

#### Landing Pages

Users can select their preferred start page after login.



## Security

### Keeping your data safe

#### Authentication

OpusView comes with two-factor authentication (2FA) features for all users through an authenticator application.

#### Passwords

OpusView provides comprehensive level password policy management.

#### Users

As users transition in OpusView – OpusView provides admin features to manage activation, roles and status.

#### AWS

OpusView is cloud deployed on the AWS infrastructure. All data is stored in highly secure AWS data centers.