Systemik Solutions

PerformX®

Rapid Documentation Development

RAPID DEVELOPMENT

PerformX® is a breakthrough model for rapid development. Packaged Word templates enable internal resources to build professional documentation themselves.

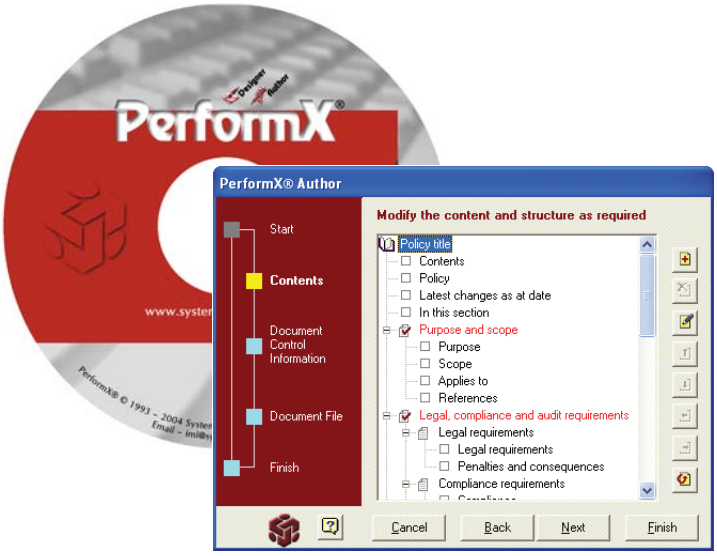
CORPORATE STANDARDS

PerformX® provides a flexible configurable infrastructure for policies, procedures, user manuals, quality and learning documents.

ONLINE PUBLISHING

Automate publishing to the Intranet using standard HTML/Help converters. Upload into corporate CMS/DMC or generate PDF all from a single Word source.

Policy, procedure and training templates



- **rapid development** of professional documentation.
- **corporate standards** encapsulated and propagated throughout the organization.
- **intranet publishing** to any standard from a single Word source.

Widely implemented as the standard across some of Australia's largest organizations, PerformX® ensures all manuals are developed and maintained to a consistent structure and published to identical standards. PerformX®:

- encapsulates the organizations content and presentation standards
- radically reduces authoring time as structure and layout is automated
- provides content outlines so authors can simply 'fill in the blanks'
- provides consistent easy to use tools to simplify formatting so authors can focus on content
- provides table, linking, graphic and checking wizards to ensure consistency.
- requires minimal training and support, since staff only need to be competent in Word
- ensures documentation is maintained in Word as web publishing technologies evolve

Originally developed for professional technical writers, PerformX® makes it easy for subject matter experts to build, write and edit structured documentation themselves minimizing consulting costs!

PerformX® is provided licence free to organizations!

www.systemiksolutions.com

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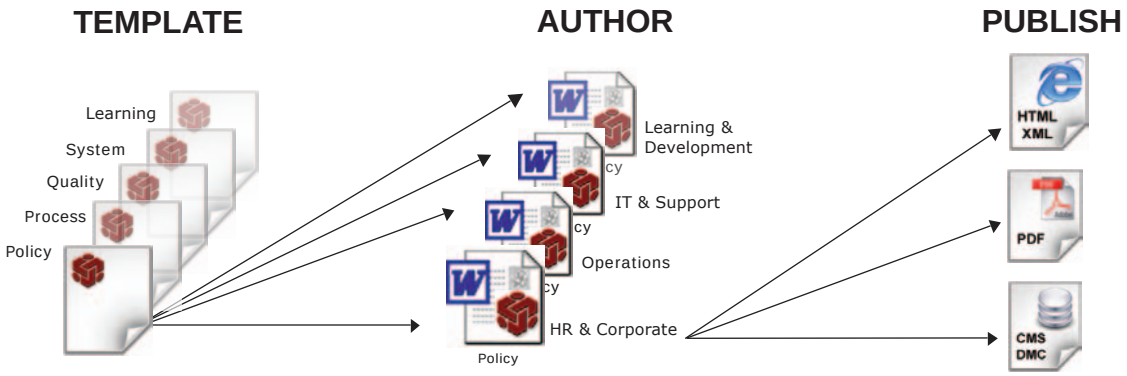

POLICY, PROCESS
- Policy
- Process
- Policy and procedure

QUALITY
- Procedure
- Work Instruction

SYSTEM
- User guide
- Online Help
- IT Projects.

LEARNING
- Training guide
- Leaders guide
- Module assessment

Corporate Implemementation

Template corporate content standards
- simply select from the wide range of pre-packaged options available for free download, or
- have templates configured to company specific style and content standards
- distribute templates to each business area throughout the organization

Author consistent structured documents
- select template for a particular content category
- simply accept the structure, or configure to document specific requirements
- generate headings, text, tables, links and format with easy to use toolbar and wizards

Publish instantly and automatically to the Intranet
- generate HTML/Help titles using any standard converter, or
- upload to corporate CMS or DMC system, or generate PDF files
- maintain and edit documents in Word

Configuration and Support

Systemik provides the complete set of services to support corporate implementations:
- Documentation standards design
- PerformX® template configuration
- Training
- Technical support
- Annual maintenance

Contact us at performx@systemiksolutions.com

System Requirements

- ☐ Windows XP, 2000
- ☐ Word 2000, XP, 2003 or 2007

Bureau Services

Systemik provide a complete range of bureau services from once-off content migration to complete outsourcing:
- Bureau Conversion
- Content Migration
- Outsource Publishing

Documentation Consulting

Systemik provides a structured consulting model for each stage in the implementation of documentation projects.
- Project Management
- Analysis and design
- Development
- Publishing

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