



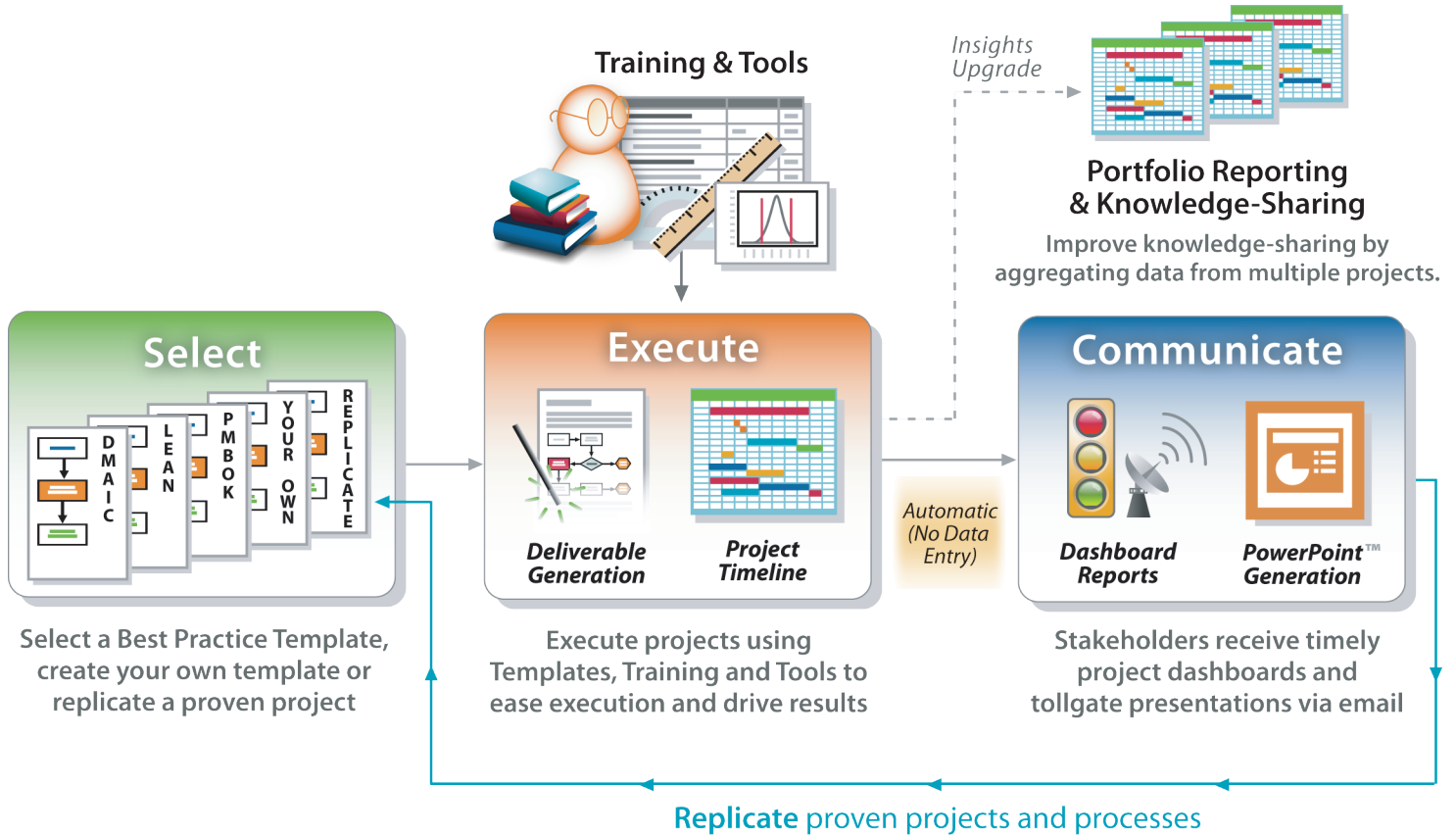
# Coach™

## Best Practice Templates, Roadmap & Tools

Template-driven execution system for processes and projects.

Best Practice Templates maintain standards, consistency and repeatability, while increasing employee self-sufficiency and delivering a higher quality work product.

Once successful projects are completed, with measured benefits, these roadmaps can be used for project replication with even greater savings and speed.



## Coach Integration

Coach reduces the enormous gap between a seasoned project professional and a newly trained one by providing an integrated environment for project execution. The Coach Roadmap seamlessly integrates with SigmaFlow's time-tested productivity tools. The environment also includes *linked refresher* training.

Multi-project portfolio reporting and additional knowledge sharing can be facilitated by using Coach in combination with SigmaFlow Insights.

“SigmaFlow Coach with Tools is conservatively estimated to save up to 25% time cost per project... it's an excellent enhancement in the knowledge transfer process.”

Greg Brue  
President, Six Sigma Consultants, Inc.



# Features & Capabilities

## Best Practice Templates

Effective templates should illuminate Who, What, When, Where, How. Ours do.

- Improve problem-solving skills, project organization and self-sufficiency with flexible templates that are calibrated to your desired level of detail.
- Team Members know what to do next with clear sequencing.
- Templates are linked to refresher training and integrated tools so that all project work can be done in the same environment.

## Document Library

Manage all project files from one location. Project files include: Refresher training, tools, deliverables, and presentations. Project files linked to appropriate project steps are stored in the document library.

## Project Management

The project timeline is always reconciled with your project status. Status is automatically updated as team members finish project steps and file information. With an Insights upgrade, your project status information is *automatically populated* into a web repository, eliminating redundant data entry.

## Presentation

Build your presentation as you work your project. Coach automatically generates typically needed slides such as: Project Description, Project Team, Project Status, Risks and Metrics.

## Process Productivity Tools™

The template can be configured to proactively link Tools to the appropriate project step. Consistency of results is improved by using one instance of data between related tools. For example, you can populate an input between a process map, FMEA and control plan without ever having to reenter data.

## Status & Communications

Quickly determine project status by reviewing the Overview dashboard. Team members can be updated effortlessly by emailing a Project Overview PDF file. Mentors can use the standardized reporting to quickly determine “who is stuck and where” to ensure effective coaching and mentoring.

## Financial Summary

Improve management control and oversight with projection versus reality comparisons of project benefits and costs.

## Project Replication

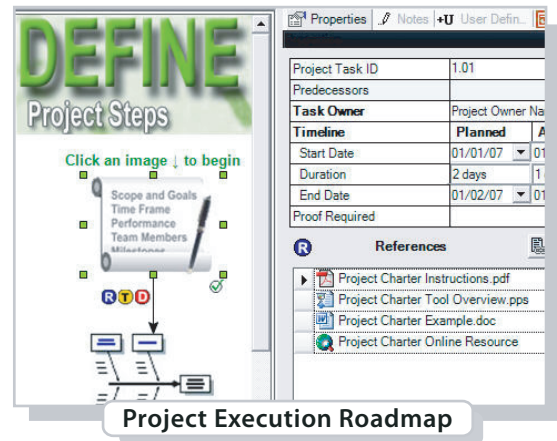
Easily convert proven projects into best practice project templates to be replicated in multiple locations.

## Integration with SigmaFlow Insights™

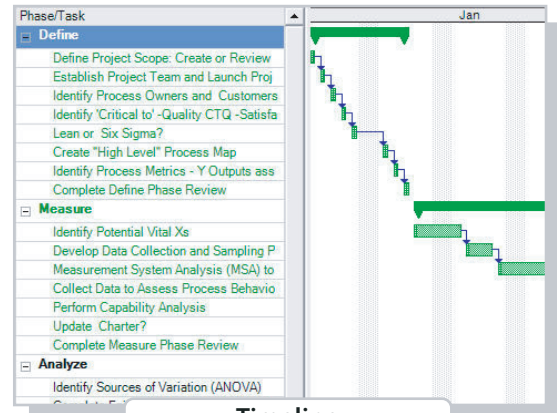
Improve decision quality through data availability and granularity. Coach integrates with Insights to provide superior knowledge management, data aggregation and multi-project portfolio reporting.

SigmaFlow’s software delivers standards, consistency, and productivity for company-wide process management, project management, project execution and governance.

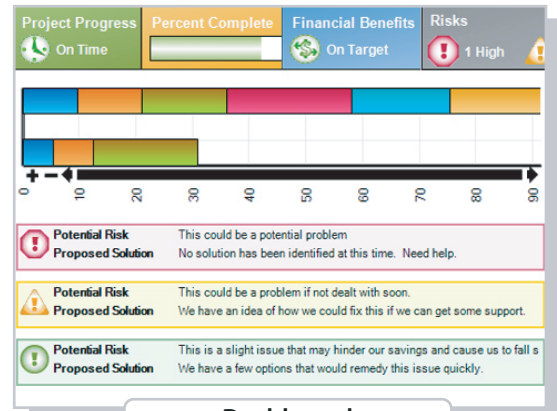
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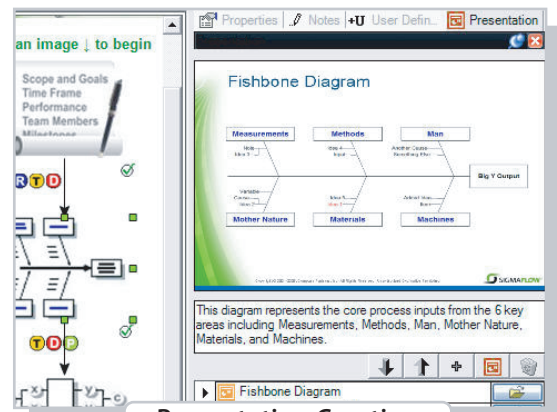
Project Execution Roadmap



Timeline



Dashboard



Presentation Creation