GKN POWDER METALLURGY

Best Practices Structure – [Suggestion]

23/07/2025 | Kássio H. Ribeiro

User Profiles

👨 Regular User

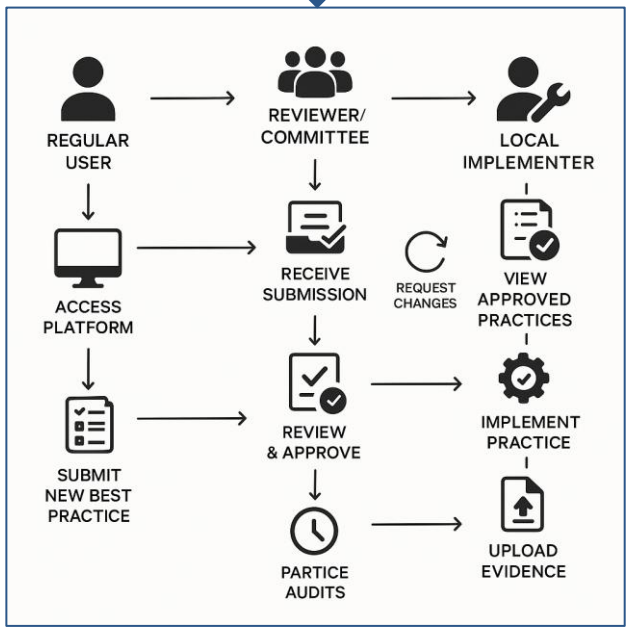
- Accesses the platform
- Navigates to 'New Best Practice'
- Fills out the form and submits
- Tracks status (under review, approved, etc.)
- Receives feedback or approval notifications

👨‍💼 Reviewer / Committee

- Receives notification of new submission
- Reviews content and documents
- Approves or requests changes
- Defines applicability and KPIs
- Marks as 'Approved' or 'Implemented'

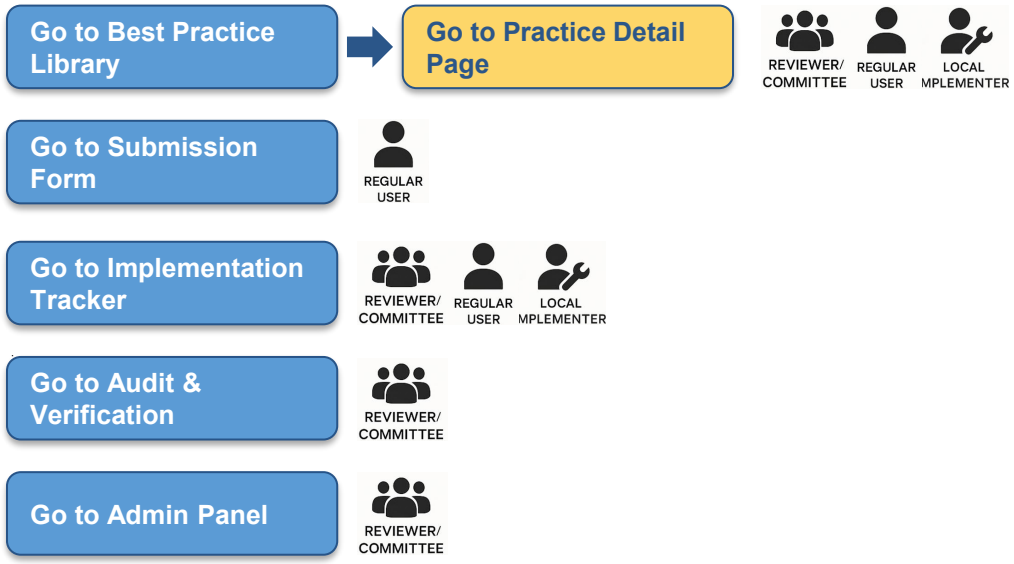
👩‍🔧 Local Implementer

- Views approved practices
- Filters by area or region
- Starts implementation
- Updates status and uploads evidence
- Participates in audits



Dashboard – Main Page

- Overview of recent best practices
- KPIs (e.g., adoption rate, pending approvals)
- Quick links to submit, search, or audit
- We need to add a page or area to show the rewards and points…

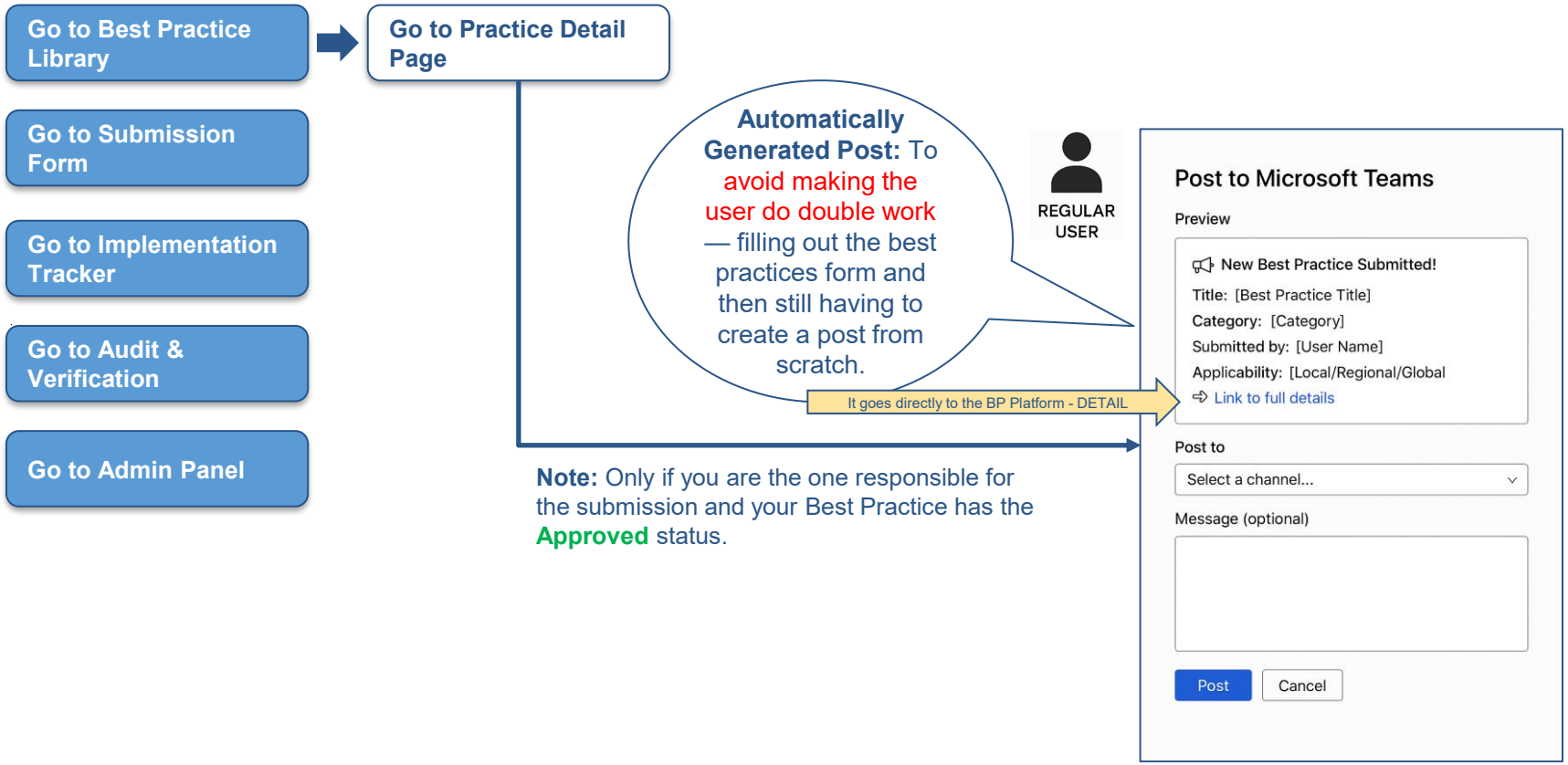


Best Practice Library

- Searchable and filterable list
- Tags by category, region, function
- Cards or table view with status indicators

Practice Detail Page

- **Full description, attachments, implementation guide**
- **Deployment map or list of sites**
- **Comments and feedback section**



Submission Form Page

- Guided form with required fields
- Upload documents, videos, or links
- Option to assign reviewers

REGULAR USER

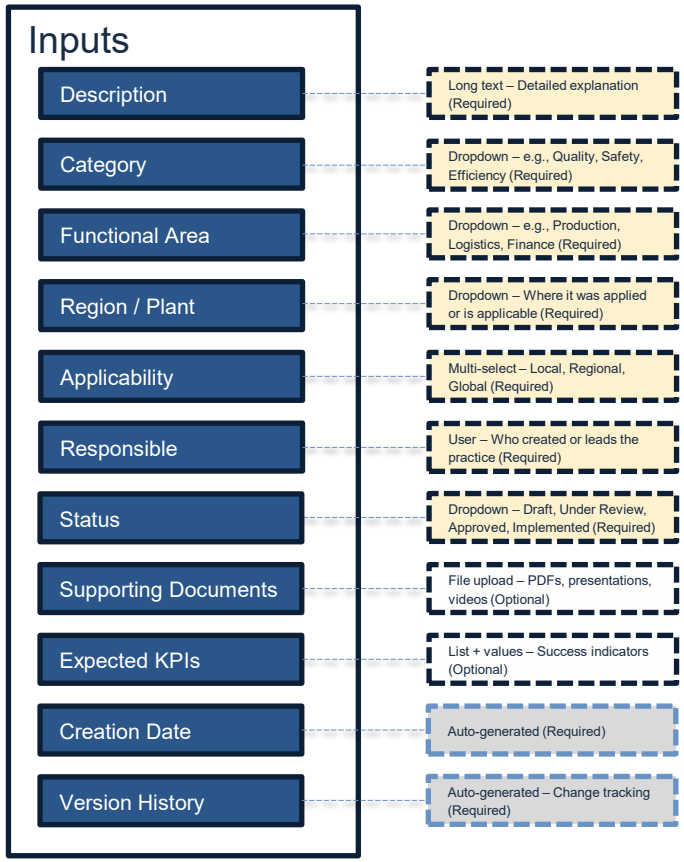
Go to Best Practice Library

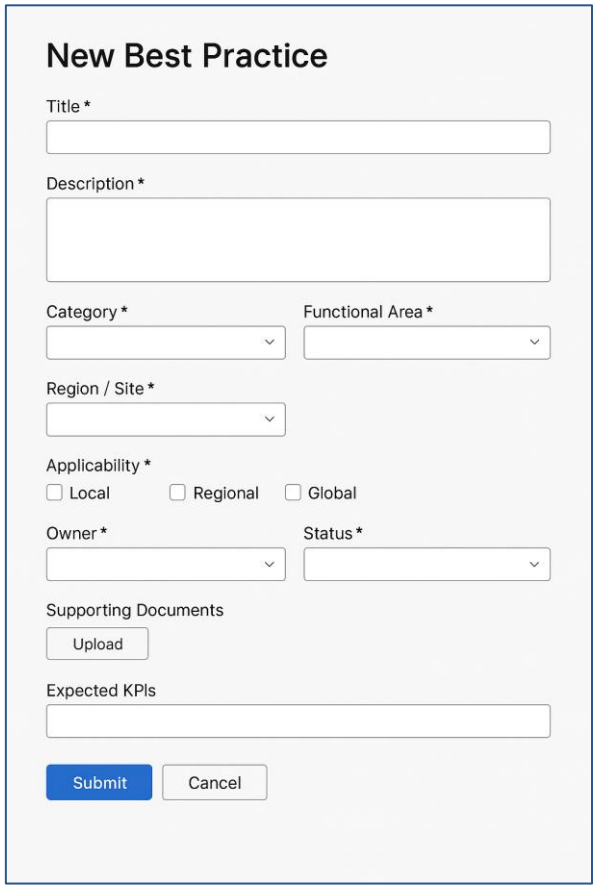
Go to Submission Form

Go to Implementation Tracker

Go to Audit & Verification

Go to Admin Panel





Implementation Tracker

- Table or Kanban view of deployment status by site
- Assign responsible users
- Upload evidence of implementation

Go to Best Practice Library

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Audit & Verification

- Checklist interface for auditors
- Upload findings and notes
- Link to KPIs or dashboards

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Admin Panel

- Manage users, roles, categories
- Configure workflows and notifications

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