# Asset Management System

## Transaction management

An organization’s real estate portfolio needs to align with its core business strategy to perform at its best. Organization’s need decision support in order to manage building acquisition and disposal more effectively.

To-Do: This can be achieved through real-time visibility of current performance and modeling different future scenarios.

## Lease administration

Real estate costs represent a top-four cost for most organizations, and rent costs typically constitute the greatest portion of these. In many instances, landlords fail to comply with lease terms and overcharge for maintenance, utility and other expenses.

**To-Do:** Through automated tracking and notification of significant dates and validation of invoices against contract terms, lease renewals and erroneous overpayments organizations can unlock significant cost reductions and increase effectiveness of lease administration

## Lease accounting

Companies account for operating leases on the income statement, under pending accounting regulations typical large companies will need to account for thousands of these real property and equipment leases as new assets on the balance sheet. This places new onus on companies to deliver new lease accounting and financial reports with a higher degree of accuracy, or risk the need for financial restatements.

**To-Do:** Through advanced compliance and modeling capabilities, real estate and finance executives can manage and audit hundreds of thousands of financial assumptions, approvals and data changes they make and ultimately make sure that the balance sheet best reflects both commercial obligations and strategic direction.

## Facilities Management

### Strategic facility management

To achieve high yield strategic facility plans that provide support for core business strategies, many organizations utilize a complex decision-support process known as strategic facility planning to understand core business goals and the needs of individual business units—and their occupancy consequences. The greater the complexity, the higher the return on facility assets.

**To-Do:** To help organizations increase the effectiveness of all types of facilities planning—strategic, master and tactical— gaps between business demands and space availability; recommend best fit facilities planning scenarios; and automate manual and time-consuming processes.

### Move management

An increasingly flexible and mobile workforce can mean greater organizational efficiency and improved environmental performance. But it also places new demands on those responsible for managing staff movement and effectiveness

**To-Do:** Improve efficiency of staff movement through employee self-service and automate processes that route work and update peoples’ locations. Automate and centralized systems for moves, requests, approvals, tracking, scheduling and service provider integration. Upon move execution, capture and allocation of space usage and charge-backs to internal departments.

Reservation and hoteling management

Shared workspaces such as conference rooms and common-use workstations represent valuable assets for organizations. But, in order to deliver effective value to the organization, their utilization must be monitored—and maximized.

**To-Do:** Provide a reservation system to eliminate inefficiencies associated with conflicts in common-use space and improve worker productivity in reserving them. Integrate work order and purchase capabilities to automatically generate and route work tasks and purchase orders to service providers for requested room setup, catering and audio-visual services.