oneAdvanced

POWER
YOUR PRODUCTIVITY

Together we can achieve so much more

In today's fast-paced business landscape, where productivity demands are ever-increasing and data security is critical, harnessing digital technology is essential to elevate your organisation's efficiency and effectiveness.

At OneAdvanced, we have dedicated years to researching and developing digital solutions assisting large and small organisations to simplify their work processes and boost productivity, all whilst saving time, money, and resources.

These are the four technology enablers that drive productivity and digital effectiveness:
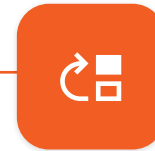
Architectural shifts

Transition of technological infrastructure from on-premises to cloud-based drives efficiency, saving you time and money, and the scalability you need to thrive.

Data growth

Data is the real fuel behind innovation, enabling data analytics, automation, and intelligent decision-making.

Verticalization

Verticalization of solutions ties up end-to-end processes so that data can flow across the organisation effectively.

Artificial Intelligence

With AI usage expected to grow 2X by 2025, AI, combined with meaningful data and human intelligence, is your co-pilot driving automation, effectiveness and productivity.

67% of organisations are planning to upgrade their technology solutions to enhance productivity and remain competitive[*]

How to stay productive using digital solutions

To make the entire process simpler and help your organisation stay productive, with this eBook, we aim to help you with:

Examining your existing workflow to identify challenges

Creating strategies to foster a culture of productivity

Implementing OneAdvanced digital solutions effectively to enhance productivity

Building a culture of productivity

By Katie Obi, Chief People Officer at OneAdvanced

Develop a productive work culture that emphasises employee well-being and inclusivity, while leveraging data and digital tools.

The culture of an organisation is built by the people in the organisation, and happy high performing people make for a happy high performing organisation. Moreover, they make for a productive organisation. Building a culture of productivity in the workplace is not merely about increasing work efficiency, it's also about fostering an environment where employees can thrive, collaborate effectively, and achieve their highest potential.

The five building blocks to a culture of productivity:

Set clear objectives

Design roles that leverage individual strengths

Train your managers

Invest in your employees

Incorporate necessary breaks and rest

Set clear objectives

Establishing clear objectives is key to a productive work environment. It helps employees understand their roles and responsibilities, aligning their efforts with the organisation's mission and vision. This clarity enables better prioritisation and efficient use of time and resources, fostering accountability, ownership, and motivation, which ultimately enhances overall performance.

Design roles that leverage individual strengths

Design roles that leverage individual strengths: Each employee brings unique skills to the table. Recognising and aligning these strengths with their roles boosts engagement, motivation, and productivity. It also fosters a sense of value, leading to higher job satisfaction and a positive work environment. When employees know their skills are being utilised effectively, they are more willing to take on new challenges, driving the organisation towards success.

Train your managers

A survey conducted by Chartered Management Institute, involving over 4,500 workers and managers, revealed that 82% of those in managerial roles have not received proper training. They are referred to as 'accidental managers'. These individuals, lacking formal training, contribute to nearly one in three workers quitting their jobs. This underscores an urgent need for management training and ongoing coaching to develop the skills and confidence necessary for effective management practices. Trained managers not only handle poor performance and behaviour more effectively but also cultivate an environment where employees can thrive, ultimately reducing turnover and fostering a culture of trust and productivity.

Invest in your employees

At OneAdvanced, we believe in continuous learning and encourage our customers to do the same. Investing in your workforce through skill development opportunities, constructive feedback, experimental on-the-job assignments, mentorship, coaching, and training programmes is crucial. When employees have the tools and opportunities to refine their skills, they become more engaged and motivated. This proactive approach ultimately drives productivity and success within the organisation.

Incorporate necessary breaks and rest

According to our 2023 performance management report, the majority (91%) of HR directors consider employee burnout – stemming from work pressure, long working hours, and insufficient breaks – a pressing issue. Therefore, as an organisation, it's imperative to prioritise employee well-being. Encouraging your employees to take necessary breaks throughout the day, whether it's in the form of a short walk outside or simply stepping away from their desk for a few minutes will help them to remain charged and focused, ultimately leading to a more efficient, productive and happier workplace.

> "With quality data, you can foster a culture of productivity by anticipating sales pipeline needs, identifying essential skills for employee development, targeting precise training programs, and recognising your most profitable customers."

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Assessing workflows to identify challenges

Evaluate your existing workflows to identify inefficiencies and improve productivity before adopting new digital solutions.

Workflow analysis is the process of evaluating your current work processes to identify weaknesses and areas for improvement.

Executing workflow analysis effectively can help you with:

Finding the bottlenecks

Assessing your workflows allows you to identify bottlenecks. These are steps in the workflow that slow or block the processes from working effectively. Identify the bottlenecks and then you can use digital tools to breakdown those barriers.

Fostering robust collaboration

With 55% of organisations working in silos*, making their own decisions and struggling with its negative impacts, workflow analysis promotes a more inclusive and collaborative environment by highlighting on how different teams can work together.

Building satisfied workforce

No team or employee wants to be burdened with obsolete technologies or processes, as these can hinder their decision-making ability, reduce efficiency, and breed dissatisfaction. People are the number one resource in every organisation. Conduct internal surveys to learn what tools they need to simplify their tasks, enhance their productivity, and make them satisfied.

Where are the big wins?

Often productivity gains come in a series of small changes. Digital, on the other hand, is one area where big changes can result in big wins. Most organisations suffer with data silos and antiquated systems that don't talk to each other. Work with a partner who understands your sector and who can help bring together your digital workflow.

*PWC: Strategy& - Dealing with Market Disruptions

A simple process for workflow analysis

While workflow analysis might seem like a daunting and complex task, it can be simplified into three easy steps:

Evaluating

Begin the process by assessing your current workflows to identify areas for improvement. This will involve gathering data, observing daily operations, or consulting with team members to get a comprehensive understanding of how tasks are currently completed.

Mapping

Visualisation of processes will help you understand flows and spot bottlenecks. Create detailed flowcharts or diagrams that map out each step of your workflow. These visualisations representation helps highlight inefficiencies and areas where tasks may be getting delayed or mismanaged.

Improving

Finally, implement changes to optimise workflows, making them more efficient and effective. This could involve reassigning tasks, automating repetitive actions, or incorporating new technologies. Continuous monitoring and adjustments are crucial to ensure that the changes are having the desired effect.

However, it's important to note that reviewing your workflow is not a one-time process; it should be regularly reviewed and amended as needed.
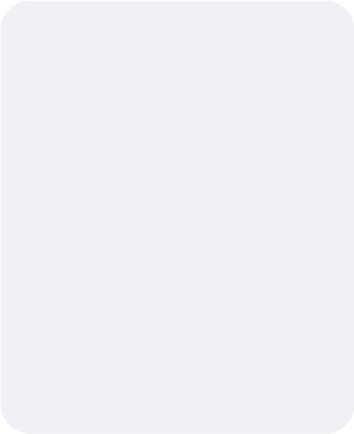
A portfolio approach to enable workflow effectiveness

Revolutionising workflow management with OneAdvanced's sector-focused digital software, putting you at the heart of innovation.

OneAdvanced's extensive expertise drives innovation across the following nine sectors:
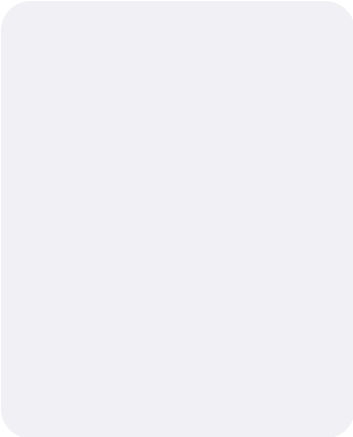
Social Housing

Accelerating the housing process for families.

Government
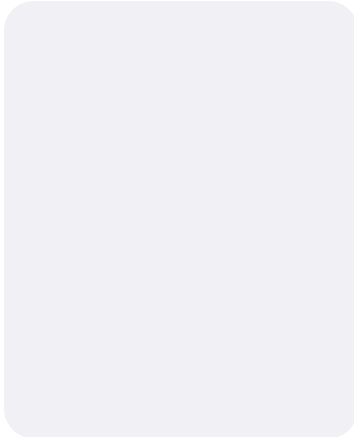
Delivering citizen-first services.

Education

Enhancing the learner experience.

Social care

Allowing caregivers more time for direct care.
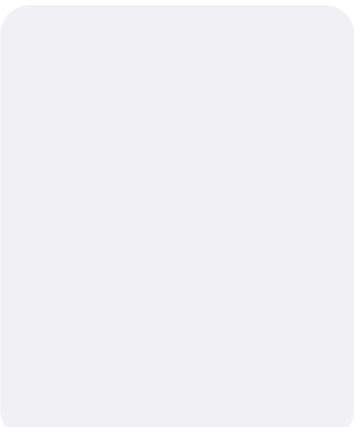
Legal

Assisting clients through significant life events.

Manufacturing

Empowering manufacturing to make data-driven decisions

Healthcare

Supporting frontline patient services.

Distribution & Logistics

Ensuring supply-chain excellence.

Retail and Wholesale

Assisting businesses to thrive.

> "Thanks to OneAdvanced, we're unlocking new levels of efficiency and collaboration within our teams. We don't just look for software, we look for key relationships and ongoing commitments to organisational transformation, we're powering the world of work together with OneAdvanced"

Sean Edwards, Projects and Business Solutions Manager at Glaisyers ETL

GLAISYERS ETL GLOBAL

Enhancing long-term productivity with OneAdvanced

Eliminate the paper, embrace connected software, and let automation do the heavy lifting to foster long-term productivity.

Revolutionary shifts in productivity with digital:

Paperless Revolution

By embracing digital transformation, we assist customers in reducing or eliminating their reliance on paper. Our Clinical Management solution, for example, helps the NHS save 6 tonnes of paper a day by digitising letters and communications. Also, our virtual learning platform has saved our education sector customers 1.5 million sheets of paper in 2023 alone. Digitalisation is good for the organisation and good for the planet.

Connected Systems

Connected systems provide a seamless integration of various business processes, ensuring that every aspect of the operation works in unison. This interconnectedness simplifies data sharing and communication across departments, leading to greater efficiency, accuracy, and substantial productivity gains. By bridging disparate systems, you can respond more quickly to customer needs and deliver consistent, high-quality service, thereby enhancing overall customer satisfaction.

Automated Solutions

Automation within end-to-end software solutions focuses on handling repetitive and mundane tasks without human intervention. This not only boosts productivity by freeing up employee time for more strategic activities but also reduces the likelihood of errors. For example, our spend management software saves customers an average of 3,300 hours annually on administrative tasks.

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Thinking wider than ourselves

Unlock the productivity benefits both in terms of your customers, employees, and the wider society with OneAdvanced's software solutions.

Together we can power the world of work and better society all at the same time.

What does that mean?

Support a wider society

Leveraging our mission-critical software combined with deep sector expertise, we help our customers, their people, and community streamline their workflows and enhance productivity. We strive to establish a genuine partnership with them. From classrooms to courtrooms, hospitals to care homes, our solutions have a positive impact on the lives of millions of people every day. We manage 1.5 million 111 calls each month, support over 2 million learners across the UK, handle more than 10 million wills.

Focus on employee wellbeing

At OneAdvanced, we understand that employee wellbeing is closely tied with organisational performance and productivity. Our comprehensive People Management solutions help our customers' employees streamline their complicated tasks, ease the load of mundane work, and allow them to focus on more meaningful and engaging activities. This initiative not only enhances job satisfaction for them but also reduces stress and burnout, fostering a healthier work-life balance and better future.

Encourage enhanced skill development

As digital transformation accelerates, it's important to equip the workforce with the necessary skills and knowledge. We strongly believe that continuous learning is the key and help our customers achieve the same to stay upskilled. Our suite of interconnected digital transformation tools empowers customers to automate their daily and repetitive tasks, freeing their time to focus on training and development opportunities. We support them in developing a qualified and skilled talent pool within the broader economic landscape, driving societal progress and innovation.

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Effective implementation of digital solutions

Learn the ABC process for the effective implementation of digital solutions to gain real value and achieve better results.

Here's the A, B, Cs of effective implementation:

is for awareness

When implementing software, it's vital to be aware that not everyone uses software in the same way. During implementation it's important to work closely with teams to understand their use-cases and the jobs that need to get done. This will result in productivity gains and stop the age-old question, "How does that function work?".

is for better training

Our job doesn't stop at just delivering products! To get the best out of software, we support our customers with technical assistance, training, and smooth onboarding. Training and education aren't one-time activities. We know people embrace change at different speeds. Education with digital solutions take time and patience.

"Education is key to maximise the benefits of digital solutions. A digitally enabled workforce is a productive workforce"

-Nishant, Director of Engineering – CoE, Emerging Technologies

is for continuous development

Our cloud-based platform allows for seamless updates and continuous improvements to our software. This means that you are always equipped with the latest features and enhancements, ensuring that your organisation remains efficient and productive without experiencing any disruptions.

Future Trends in Digital Workflow Management

Connected technologies, integrating AI with cloud computing and data, are going to be the next big thing in digital workflow management.

Artificial Intelligence is the next evolution that enhances human's ability to work efficiently and productively"

- Nishant, Director of Engineering – CoE, Emerging Technologies

Our latest Annual Trends Report indicates:

29% of companies already utilise AI

54% of companies are investing in AI

50% of manual work is aimed to be automated by 2030, allowing employees to focus on more critical business activities

39% of UK businesses are fully embracing cloud-based software

67% are planning to upgrade their technology to boost productivity and remain competitive

However, we need to acknowledge that AI alone isn't a simple plug-and-play solution.

These solutions are even more integral to digital workflow management, enabling seamless collaboration and remote working capabilities.

Therefore, as businesses shift towards these digital advancements, it underscores a clear trend: focus on creating a more connected and integrated technological ecosystem. This means breaking down the silos between departments, systems, and processes and aiming to develop a seamless flow of data and information across the entire organisation. That way, businesses can cultivate a productive culture in their organisations with greater efficiency, accuracy, and real-time insights.

At OneAdvanced, we are committed to supporting our customers through this connected digital transformation journey by providing innovative solutions that empower them to achieve their full potential and succeed in the digital era.

Our portfolio, underpinned by a resilient cloud platform providing common services for data & analytics, security and AI, integrates your end-to-end processes to power your world of work and create a unified experience for you. By helping you building a culture of productivity, we are dedicated to being your trusted partner in navigating the ever-changing landscape of digital workflow management.

oneAdvanced

Powering the world of work

OneAdvanced provide sector-specific software portfolios through one unified platform giving you access to all the power you need to thrive.

Our customer-centric approach, and unmatched levels of service, foster lasting partnerships that create a better world.

Get in touch

+44(0) 330 343 4000   www.oneadvanced.com   hello@oneadvanced.com