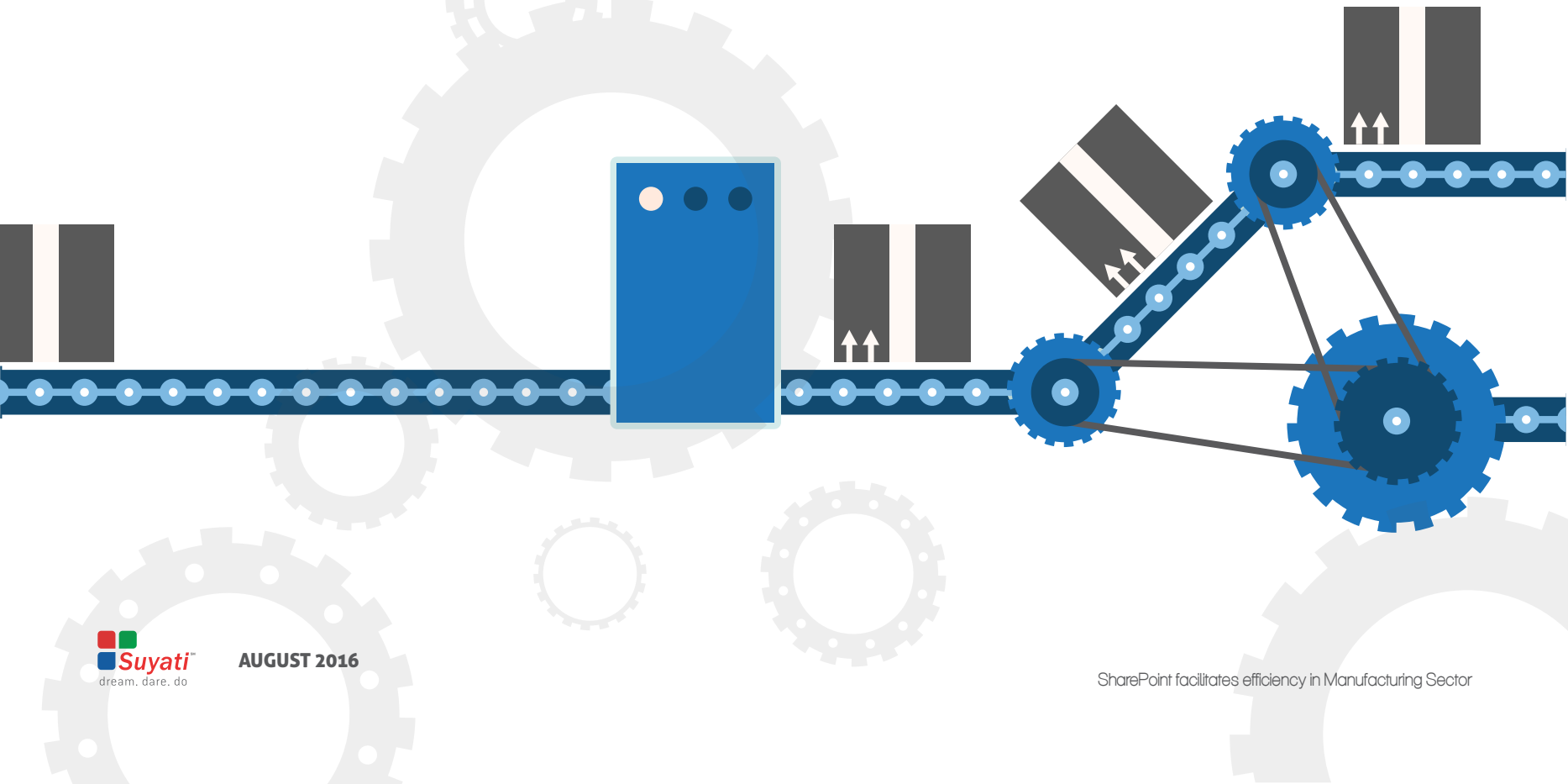
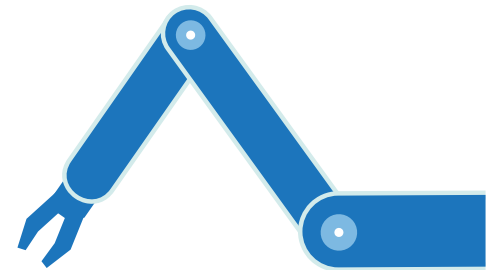




SharePoint facilitates efficiency in Manufacturing Sector

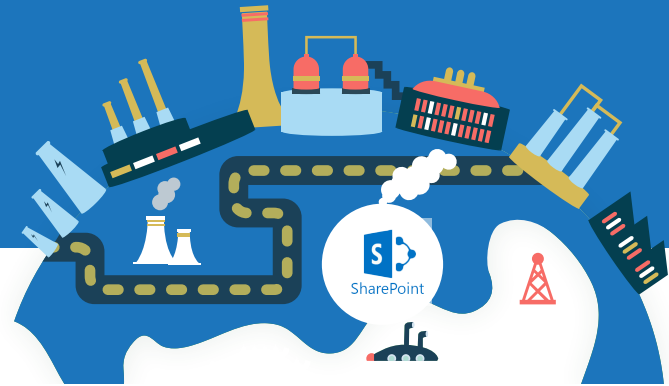
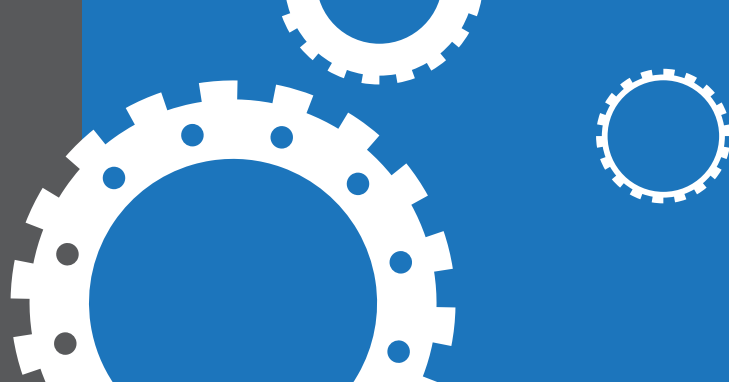
In manufacturing industry, having shortest product development time can give you competitive advantage, high market share and margins. A powerful weapon to help you achieve this goal is a collaboration platform like SharePoint. Several manufacturing companies have witnessed an upswing in their project responsiveness after implementing SharePoint.





Index

Introduction	01
Improving Internal Communication with SharePoint	
Traditional workflow	02
Benefits of SharePoint	03
Use Case	07
Conclusion	08
About Suyati	09



01 Introduction

For the entire production cycle in a manufacturing company to function smoothly, a clear, timely communication channel is necessary among all the internal departments (the Facilities Management, Supply Chain Management, Sales & Marketing, LOB Integration, Safety and Compliance department).

Installing SharePoint application helps employees to work together as a team, as well as make appropriate data-driven decisions.

Improving Internal Communication with SharePoint

Here are some effective ways in which Internal Communication can be improved in an organization:

- Discussion board: The discussion board within SharePoint is easy to create and intuitive. It allows staff to brainstorm and gather opinion.
- Create Content within Wiki Library: In business environments, a wiki library provides a low-maintenance way to record knowledge like discussing ideas, collaborating on designs, creating an instruction guide, gathering data from the field, tracking call centre knowledge and collating knowledge.
- Use a Sharepoint Survey: The survey allows you to carry out group questions into pages, accessible via a popup. answers are exportable to Excel and stored as a SharePoint list.

02

Traditional workflow

Companies which have not embraced technology, still manage their workflows using paper-based documents that are updated and accessed by various team members as incidents occur.

The manual approach posed the following challenges:

- Severely impacted transparency
- Lowered responsiveness and resulted in lower collaboration capabilities
- Extended approval timelines without clear visibility on accountability
- Resulted in absence of project management and
- Caused lack of intuitive updates to the Senior Management.

This, in turn impeded horizontal and vertical visibility and decision making abilities.

03

Benefits of SharePoint

To maintain quality, ISO has laid out certain principles, namely - Customer focus, Leadership, Involvement of People, Process approach, System Approach to Management, Continual Improvement, Factual approach to Decision Making and Mutually beneficial Supplier Relationships.

SharePoint complies with these principles to give manufacturers more control to establish consistent workflow processes and maintain quality.

As SharePoint offers proven benefits to manufacturers, it is becoming the preferred content management, collaboration, and workflow platform, sometimes displacing ERP and supply chain management systems in those roles.

Features of SharePoint

- A proper system to manage the complete workflow.
- Better usability which allows even non-technical users to access the system from various client facilities using VPN.
- Improved efficiency by removing the bottleneck of the process by automating and customizing the workflow and scheduled reminders.
- A secure and central repository of all data regarding the on-going projects under the New Product Development process for retrieval and updating in the future.
- Better horizontal and vertical visibility of the status and health of the projects under the New Development Process.

SharePoint 2013 allows custom features to be added to it as an extension.



The functionalities are as follows:



Custom Document Library: All rights can be delegated to the SharePoint Admin to maintain document templates for various works. A customized workflow can be devised to capture and convert product ideas to projects on the basis of events and status requests from different departments.



Custom Workflow Managed Items: With multiple departments having their own irregular approval workflows, numerous approvals are required. In the workflow, refer back functionality can be created at each stage.

- Has the provision for authorized personnel to create project requests and assign custom generated naming conventions which capture essential details on work assignment.
- Can implement stage gates to define each stage in a project along with workflow statuses for documents such as Completed, Approved, Reviewed, Rejected and In Progress.
- It is possible to classify project as Active, Launched, On-hold and Obsolete.
- Mandatory document management system, where the admin can mark the documents as mandatory or optional at each stage gate, and a custom approval committee for each tier can be created.
- A stage gate approval committee with multiple tiers and There is a provision to delegate crucial approval roles to remove bottlenecks. Mandatory document management system, where the admin can mark the documents as mandatory or optional at each stage gate, and a custom approval committee for each tier can be created.



Calendar: automatically sends calendar invites to attendees and display as color coded reminders based on the type of meeting.



Alerts and e-mails: custom and workflow triggered alerts and notifications to serve as reminders and assign task actions.



Announcements: authorized users can create and float multiple announcements to the entire SharePoint user base.



Archival: automatic archival of data based on pre-defined triggers as well as manual provision to archive when required.



User Community: the active directory was utilized and custom divisions like designation, reporting manager and department were created and managed with SharePoint. Access levels with unique rights and permissions were created while giving liberty to the admin to assign users to any level.



Minutes of Meeting: A custom form control available after completion of every calendar meeting. Users can provide summary, trigger assignation alerts and reminder for tasks.



Activity Tracker: A Custom Project Status Form individual to every project with restricted editing and viewing rights based on project group and access levels.



NPD Pipeline: A Custom reporting tool with field level logic implemented to capture status of all projects undertaken by every department to be presented to the management.



Product Development Calendar: Development health report of all projects currently undertaken by the client for informing required stakeholders.



Issue Tracker: a standalone bug reporting and management custom form individual to each project with Defect classification statuses such as New, Open, Resolved, Closed and Reopened.



Dashboards and Reporting: by leveraging the information captured in the above forms, custom dashboards, relaying project details, project summary and project status of all current projects should be displayed for complete transparency.



Search Services: fast search capabilities to fetch project, department and document results based on pre-defined user rights.

04

Use Case

A global manufacturing leader in electrical appliances desired to implement Project Management Solution for their New Product Development Department.

Their vision was to bring cutting-edge technology closer to people, but keeping in mind the cost, product design, and market reach. Various in-house departments in the organization, like the R&D, finance, marketing, industrial design, and corporate relations have to work in tandem to streamline the company's vision and make New Product Development Process a reality. But as they had a manual process in place,

- it impacted transparency
- lowered responsiveness and resulted in lower collaboration capabilities
- extended approval timelines without clear visibility on accountability
- lack of intuitive updates to the senior management.

The manual process, impeded horizontal and vertical visibility and decision making abilities. To overcome the impediments of the manual system, the client decided to embrace technology to align their business and organizational goals.

The new System was built in SharePoint 2013 Enterprise Edition. It helped the company accomplish the following:

Result

The client witnessed an upswing in the project responsiveness and project launch. This in turn accelerated their response to market trends which directly addressed their vision of bringing the right technology to the people at the right time.

Here is what the client achieved:

- A complete Project Life Cycle System which addresses all the varying degree of requirements of each department.
- Increased ease of access which benefitted task allocation and management.
- Prompt redress of bottlenecks thus reducing response time
- Clear demarcation of roles, rights and responsibilities
- Complete visibility and transparency aiding the client management to view decision impacts, take corrective measures and assess situation in a project.
- Condensed time to get projects on the floor!

05

Conclusion

Implementing SharePoint helps organizations to make decisions better and faster, and companies achieve more. Moreover, aligning knowledge and information provides quantifiable results for every aspect of manufacturing cycle.

Author Bio

S. Karthikeyan, or **SK** as he is better known, has 19 years of experience in designing, leading and delivering world-class software solutions. His specialties include Product Ideation, Innovation & Strategy, Enterprise & Solution Consulting, Data Science Solutions, and Digital Transformation. As Chief Innovation Officer, SK ensures that experimentation and innovation continues unfettered at Suyati Technologies. He leads the Mekanate team that is developing a Digital Transformation platform using AI, ML, IoT and Big Data technologies. He holds a Masters Degree in Computer Application, and Advanced Certificate in Information Technology Management from IIM, Kozhikode. The opportunity to build technically complex solutions is what runs through his mind all day, and probably keeps him awake at night! Connect with him on **LinkedIn**.

06

About Suyati

Suyati is a fast-growing, digital transformation solutions company that helps you rebuild your customer experience for the digital consumer. We collaborate with businesses to strategize and implement impactful digital initiatives that position our clients ahead of the competition. We are digital-first and we focus on delivering digital transformation solutions that support your various engagement strategies. With our niche and rich expertise in a wide range of technologies and services- CMS, CRM, e-commerce, Cloud, IoT, Data Analytics, and Product Engineering- we help companies leverage their best on web/cloud/mobile platforms.

We enable you to create insights driven customer engagement across all touch points to build a unified marketing approach. Our custom technology solutions have been deployed successfully in companies across the globe, especially in the US, UK, Europe and Australia.

Read more: www.suyati.com Email: services@suyati.com

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