

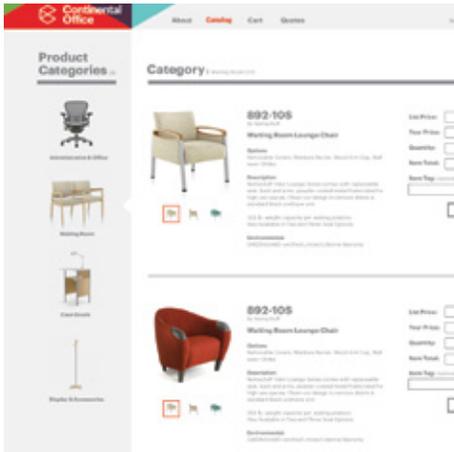
# Control your space from your fingertips.

## Turn up the productivity and reduce time spent managing assets.

We know that your time is valuable, but managing your furniture inventory, ordering new assets and managing existing assets is a costly process.

With our Client Technology Services, we can integrate with your existing purchasing system or set up an inventory management system that you can access at anytime, anywhere.

At Continental Office, we're experts in creating environments that inspire the passionate leaders, analytical problem-solvers, and creative go-getters who inhabit them. With our technological options, we can help you focus on the big picture of running your operation by making it easier to do so.



## What we do

We challenge the status quo and strive to make it easier to run your organization with our technologies. Here is how we help:

### Client portal

With our client portal, you can see all of our activities regarding your orders. You can look up order status, view your delivery and installation schedule, search existing orders, review invoices and other documents, and put in service requests all without ever picking up the phone or sending an email. Based on the needs of your business, we can customize the system to flex with your business needs.

### E-procurement integrations

We will partner with your team to set up an integration with your purchasing system so that we can automate your purchasing processes, creating a single system for all approved users. Our system easily works with most platforms, and our IT team will work to set it up on your behalf. By integrating systems, you'll always have the latest prices, and a streamlined ordering process, that helps you maintain ordering standards and control costs.

### Asset Inventory Management (AIM)

When you have more assets than you know how to handle, cataloging them into our system can make it easier. When you store your inventory with us, we'll enter them into our user-friendly system so you can view your assets at any time. Regardless of manufacturer, our inventory management system makes it seamless to manage.

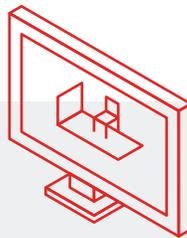
## How we do it

We're dedicated and deliberate in every relationship we make. That's why we believe in a three-phase process to ensure that we've addressed every technological need to deliver the best results, every time. Everything we do is centered on simplifying processes for you and with our technology options, we make that possible.



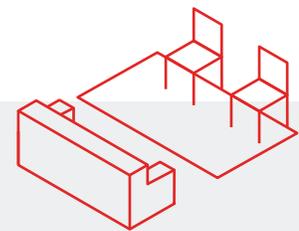
### Discover

First, we want to know your goals. Our organized, team-based group of creative problem-solvers will come together to create a customized, original plan that will address your workspace challenges and how technology can improve them.



### Design

Next, we'll address those challenges. You'll get a tailored, comprehensive technological solution specific to your goals, whether you're planning just for today or tomorrow, too.



### Deliver

Action is everything. We push ourselves to explore new possibilities and generate solutions to any problem. And this resourceful approach to how we work allows us to find IT solutions others can't.