

Data Organization Spectrum

Where does your system stack up?



Least Efficient

Less Efficient

Standard Efficiency

More Efficient

Most Efficient

FILES



Disorganized

paper files

Organized

paper files

3

Localized

digital files

Robust digital system Cloud storage database

WORK ORDERS



Emails, phone calls and sticky notes

Paper work orders

In-house digital submission form

Web-based submission system Cloud-based service requests sent to a central portal

SPACE DATA



Incomplete paper floor plans

Complete, organized paper floor plans

Digitized floor plans

Floor plans in BIM format

Interactive digital floor plans with integrated asset data

ASSET DATA



Incomplete record of service history, make/model, or warranty info

Information stored in file cabinets

Locally stored excel spreadsheets

Organized information database

Digital, locationbased assets with service history