



## Business Reporting Simple 3-Step Process

### STEP 1

#### Simple BARS\*-based User Interface Configured to Your Needs

\* *BARS (Behavioural Anchored Rating Statements)*

#### **Advantages include:**

- Configurable rating scale (e.g. pass/fail, 1-3, 1-5)
- Unique customisable descriptors for the rating scale of each Key Performance Measure
- Configurable to different business groups (e.g. Sales V's Operations Vs Manufacturing)
- Non-compliance and/or non-achievement notes
- Independent management comments can be included
- Independent approval
- Individual Opportunity and Threats automatically highlighted
- 'Big data' available for Corporate analysis
- Business (e.g .monthly) reports automatically generated
- Automated reporting
- Full record keeping
- Full Quality Control
- Full Quality Audit trail

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## STEP 2

### Automated Conversation Notes and Reporting Includes Individual Strengths and Weaknesses



NEOS HR

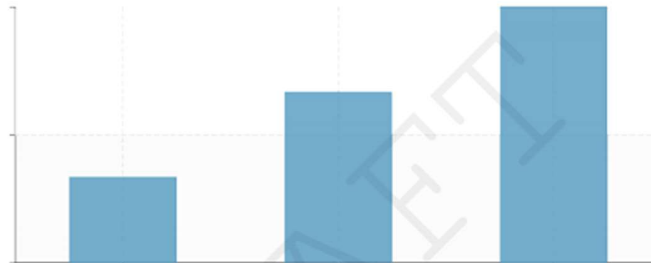
Assessor: Mark Shaw  
26/10/20 , Ref: 1368

#### Project Progress Report

Project name: Eve Ducase  
Project number: 69083

In our assessment, the evaluation of Eve Ducase as assessed on 19 December 2019, should be graded as **66% complete** under the Site Condition Status criteria.

Evaluation Results:



1. 0% complete
2. 66% complete
3. 100% complete

This assessment has been reached on the basis that:

#### 1. The site conditions measures include:

- Awaiting Provision of Detail from PM about the sites floor condition.
- The sites wall condition has been provided.
- NA
- Awaiting Provision of Detail from PM about the doors on site.
- Windows on site have been provided.
- Joinery on site has been provided.

For your action.

Mark Shaw  
CEO



## STEP 3

### Management Dashboard

The screenshot displays the NEOS HR Management Dashboard. At the top, there is a blue header with a 'MENU' icon on the left and 'NEOS HR' on the right. Below the header is a section titled 'JBM Business Reporting Results'. This section contains a table with the following columns: Ref ID, Date, Project number, Project name, Unit, Segment, Created by, Result, and Approved. The table has one data row with the following values: Ref ID: 1368, Date: 12/19/2019, Project number: 69083, Project name: Eve Ducase, Unit: A: Design, Segment: Site Condition Status, Created by: Mark Shaw, Result: 2, and Approved: . Below the table is a toolbar with icons for search, refresh, print, add, edit, and reports. The bottom right corner of the dashboard shows 'View 1 - 1 of 1'. At the very bottom of the dashboard, there is a blue footer with the text 'Copyright 1999-2020 Neos Pty Ltd'.

Ref ID	Date	Project number	Project name	Unit	Segment	Created by	Result	Approved
1368	12/19/2019	69083	Eve Ducase	A: Design	Site Condition Status	Mark Shaw	2	<input type="checkbox"/>

Dashboard includes:

- All history
- Unique ID per record
- Date created
- Business unit identified
- Author
- Result
- Draft V Approved
- Exportable to Excel for detailed analysis

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