

flow memoQ

Introducing the new integration

flow memoQ

A complete centralized management environment connecting:

- Customers
- Project managers
- Translators
- Editors
- Terminologists
- Administrators

Customers – Online Request Form

Enables customers to submit new requests, to track order status and project history

- Eliminates PM bottleneck
- Integration to corporate intranet or website
- Provides 24/7 presence
- Facilitates large files transfers
- Automatic monitoring and notification features

Project Management Dashboard

Provides a 360° overview of activities through a collaborative, online environment

- Customers & providers management
- Requests management
- Workflow templates & PM automation
- Quoting & margin calculation
- Pooling
- Vendor and customer invoicing
- Facilitates large files transfers
- Automatic monitoring and notification features
- Business continuity aspect

Providers portal

Provides online access to tasks, documents and instructions in a user-friendly environment

- Individual task list
- Ability to bid on pooled jobs
- Availability and calendar features
- Possibility to refuse jobs
- Work in MemoQ client
- Documents automatically uploaded in Flow
- Submit invoices to PM for review and approval

Administrators

Reporting features and flexible data exports for performance and financial evaluations

- Integration with accounting software
- On the fly reports
- Custom data export templates
 - Profitability per customer, service, provider, language combination
 - Late jobs – who's to blame
 - Quality evaluations using financial data (where editing took longer = less profit, who translated?)

Implementation scenarios

Flow can be hosted by Beetext or on your premises

- True SaaS model (Flow as a service, monthly subscription)
- License acquisition, managed hosting
- License acquisition, self-hosted
- MemoQ can be hosted by you or by Beetext

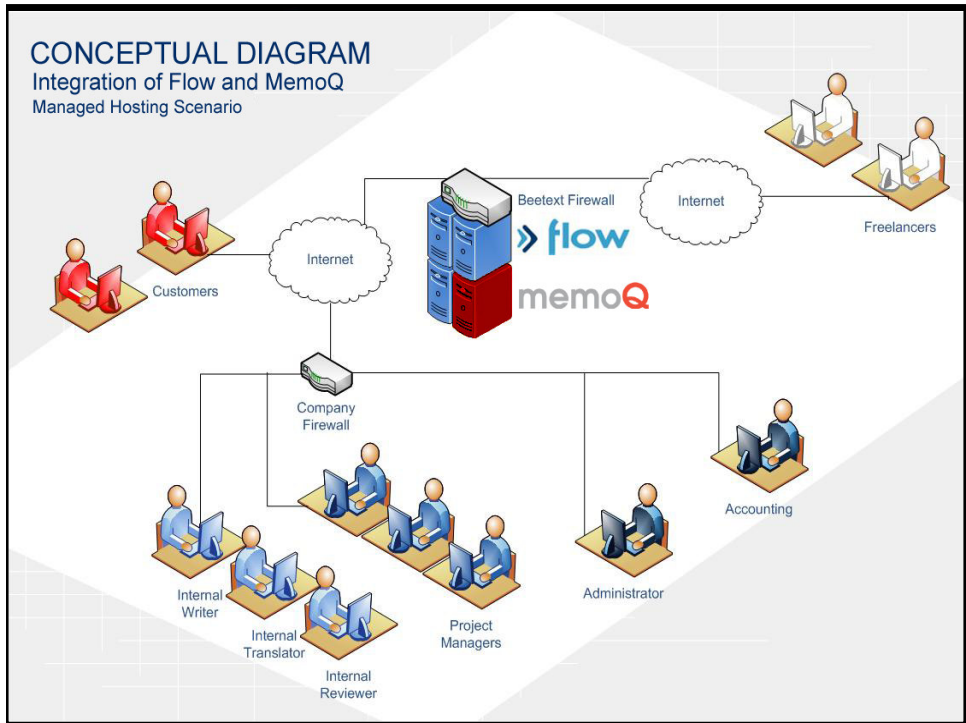
About Beetext Flow

Flow is a project management platform designed for the translation industry.

It includes 3 role-based portals:

- Customer portal (Online Request Form)
- Project management dashboard
- Provider portal

CONCEPTUAL DIAGRAM
Integration of Flow and MemoQ
Managed Hosting Scenario



memoQ
fest 2009
23-24 April
Budapest
Hungary

flow	Request	Analysis and pre-translation	Quoting and workflow	Approval	Workflow Tasks	End and delivery	Invoicing
Customer portal	Complete request form	Automated word count, analysis and pre-translation	Create workflows and/or quotations (Can bid on jobs in Flow Advanced)	Approve quotations	Can perform tasks assigned by other project managers	Receive notification of completed project and final document	Receive generated invoices
Project management dashboard	Can also create requests			Can create, send and track the status of customer invoices. Can receive and approve provider invoices.			
Providers portal					Download documents to work on	Complete work and upload new versions to Flow	Can create invoices for project managers
memoQ					Automatically updates project TM	Automatically updates central TM	

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