

# XSOL InOrder

## What is XSOL InOrder?

XSOL InOrder is Enterprise Process Planning & Execution software. It helps organizations in 3 areas:

- To select, implement or update an ERP system, make organizations Lean, merge or restructure a business unit, or complete any **Change** program - on time and budget.
- To provide staff with well-defined job instructions and procedures, access to IT system functions, training videos, technical specifications, in fact with everything they need at their desk when they need it – **Deploy**.
- To know what is happening in a business operationally and analyze this. Have the ability to aggregate times, costs and margins, from task level to the executive suite by role, process, or any classification – **Analyze**.

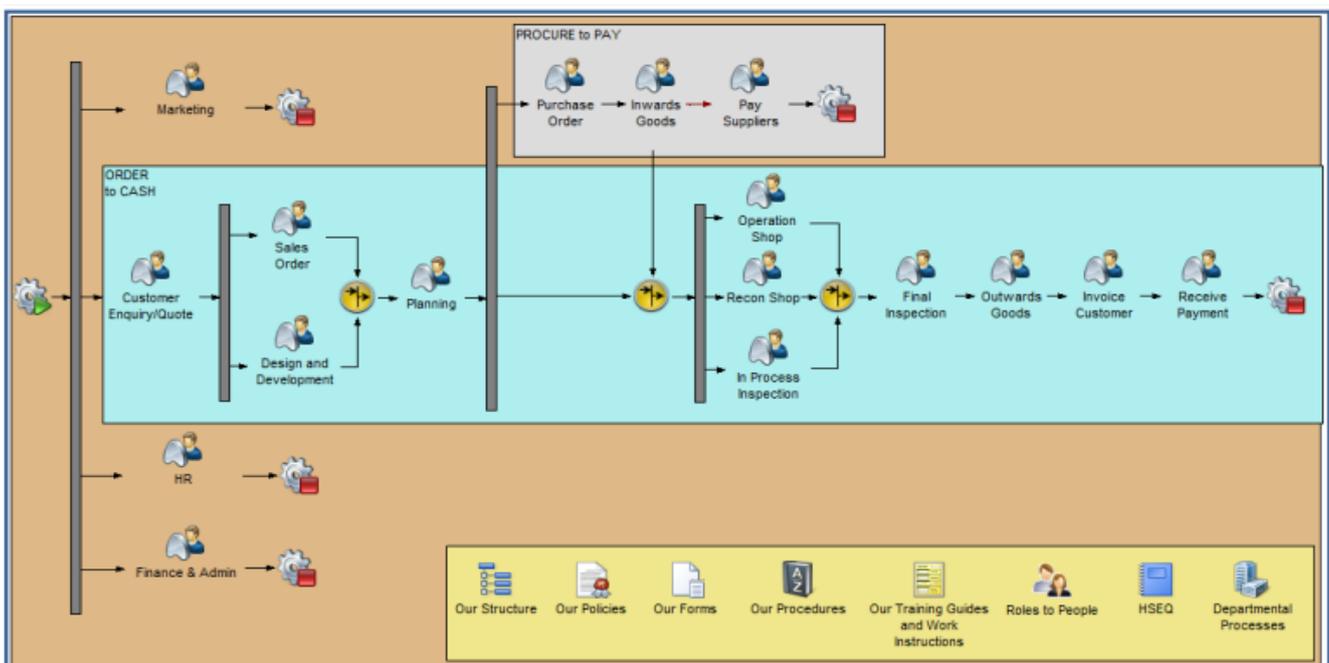
It provides visibility into the 'operational fog' that causes change programs to go off track. Staff see the change and buy in. It makes improving operations routine, provides metrics at all levels and enables the impact of a change to be simulated before implementation.

### BUSINESS VISUALIZATION

The best way to understand something is to see a picture. XSOL uses process models to describe what happens within an organization. They can be highly detailed, they are easy to understand and use 'business' language.

XSOL is more productive than other methods of business definition due to its unique business structure that fits any organization. It makes business definition like 'painting by numbers'. It has underlying functions that cut the work you have to do. Spreadsheets use a similar technique.

"XSOL is a must-have. After the first pass, our efficiencies have improved, our documentation has improved, the level of detail has improved, and the business ownership has improved. We have got systemic benefits all the way around".





## OPERATIONAL DEPLOYMENT

At any time, 'at the push of a button', operational instructions can be deployed for all or part of the business – in HTML, spreadsheet or Word. An Operational Process Plan can contain process flows, documents, pictures, videos and links to external software such as a spreadsheet or an ERP function.

This means that new employees can come in and become productive fast. One of the key benefits of the XSOL model structure is that when a change is entered the model can tell whether or not it is correct. This means accurate changes can be applied and redeployed in record time.

[PLAIN TEXT CONTENTS]

- XSOL Manufacturing
- Table of Figures
- XSOL Manufacturing
  - Overview
  - Operational Processes Overview
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  - Support Processes Overview
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    - Approve & Pay Accounts Payable
    - Manage Employee Or
    - Raise & Approve Capital
- Roles - XSOL Manufacturing
  - Finance
    - AP Clerk
    - Finance
    - Senior Accountant
  - Customer Relations
  - Management
  - Administration
  - Operations
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37. Process: Approve & Pay Accounts Payable

Go

- AP Clerk
- Process Accounts Payable & Expense Reimbursements in

37. Process: Approve & Pay Accounts Payable, Stage: Code Approved Invoices

**Role Assignments**

- AP Clerk

Output: Leads to Any Invoice Recharging Required?

**Stage Content:**

- Determine Expense Type (Manual)

**User Notes**

FORMS, TEMPLATES & SCREENS:

An example is as follows:

**Invalid entities**

| Entities                     | Type             |
|------------------------------|------------------|
| Approve & Pay Accounts Pa... | Process          |
| Modify Payment               | Companion Pro... |
| Process Flow                 | Process Flow     |
| Any Invoice Recharging R...  | Decision node    |
| Approve Payment Selecti...   | Stage            |
| Automatic Payments           | Stage            |
| Cheque Approval              | Stage            |
| Determine Appropriate P...   | Stage            |
| Issue Cheques                | Stage            |
| Receive Coded Rechargin...   | Stage            |
| Stage                        | Stage            |
| Role Assignments             | Escalate To      |

**Warnings and Errors:**

A stage must have at least one task

Top: Process Model Multi-page HTML Output

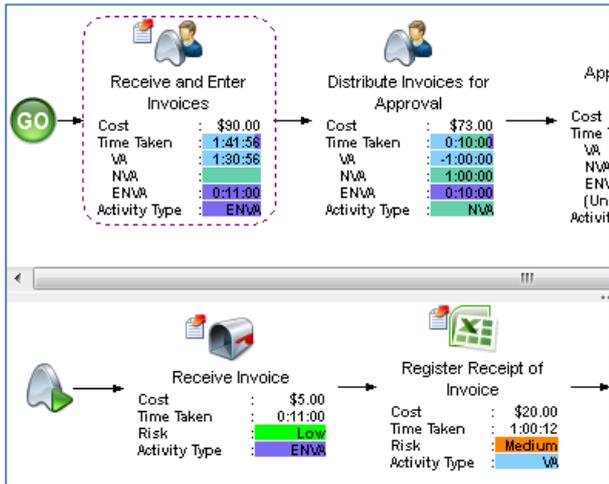
Above: Process Model Word Output

Above: Error Checking your Model

“XSOL allows you to keep everything in one location, which matters, because one of the biggest challenges in an ERP implementation is keeping everything in sync as things inevitably change: policies, procedures, forms, manuals, specification “.

## PROCESS ANALYTICS

XSOL allows the definition of almost any type of data you might want to collect. However, if it is arithmetic it can be used for operational analysis.



Above: Aggregated analytics in flow

How long does it take to process a Sales Order? How much does this cost? What if we used a contractor, how much would it cost then?

XSOL's model is similar to a manufacturing Bill of Materials, except in XSOL's case it is a Bill of Business, containing potentially every activity and resource in an organizational structure – department, company and enterprise. This offers the same 'What if' time and cost analysis, and 'Where Used' capability as the BOM.

The analytics have been designed to handle Lean process improvement including Value Stream Mapping with all the Valued Added and other data components able to be aggregated and displayed at any level in the organization. It enables senior management to set and monitor objectives at say the process level and lets operational managers convert these into targets within their own areas.

| Process Groups/Note Groups                |  | Count | Cost (Sum) | Time Taken (Sum) |         |         | Risk (Min.) |
|---|--|-------|------------|------------------|---------|---------|-------------|
|   |  |       |            | Total            | VA      | NVA     | ENVA        |
| <b>Support Processes Detail</b>           |  | 28    | \$3,080.00 | 9:10:00          | 5:24:00 | 2:25:00 | 1:21:00     |
| Approve & Pay Accounts Payable            |  | 26    | \$163.00   | 2:37:00          | 1:14:00 | 1:12:00 | 0:11:00     |
| Receive and Enter Invoices                |  | 15    | \$90.00    | 1:37:00          | 1:14:00 | 0:12:00 | 0:11:00     |
| Receive Invoice                           |  | 3     | \$5.00     | 0:11:00          |         |         | 0:11:00     |
| Register Receipt of Invoice               |  | 3     | \$20.00    | 0:12:00          |         | 0:12:00 |             |
| Create Invoice Batch                      |  | 3     | \$40.00    | 0:30:00          | 0:30:00 |         |             |
| Enter & Park Invoices                     |  | 3     | \$25.00    | 0:44:00          | 0:44:00 |         |             |
| <i>Role Assignments</i>                   |  |       |            |                  |         |         |             |
| Distribute Invoices for Approval          |  | 9     | \$73.00    | 1:00:00          |         | 1:00:00 |             |
| Mark Invoices for Approval                |  | 3     | \$40.00    | 0:35:00          |         | 0:35:00 |             |
| Send Approval Requests to Finance Manager |  | 3     | \$33.00    | 0:25:00          |         | 0:25:00 |             |
| <i>Role Assignments</i>                   |  |       |            |                  |         |         |             |
| Approve and Return Invoices               |  |       |            |                  |         |         |             |

Above: Notes Matrix Report

| STAGES                           | Cost    | Time Taken   | Risk   | TASKS                                     | TYPE       | Cost    | Time Take | Activity T | Risk   | ROLE     |
|----------------------------------|---------|--------------|--------|---|------------|---------|-----------|------------|--------|----------|
| Receive and Enter Invoices       | \$90.00 | VA: 1:14:00  | High   | Receive Invoice                           | Manual     | \$5.00  | 0:11:00   | ENVA       | Low    | AP Clerk |
| Receive and Enter Invoices       |         |              |        | Register Receipt of Invoice               | MS Excel   | \$20.00 | 0:12:00   | NVA        | Medium | AP Clerk |
| Receive and Enter Invoices       |         |              |        | Create Invoice Batch                      | ERP System | \$40.00 | 0:30:00   | VA         | High   | AP Clerk |
| Receive and Enter Invoices       |         |              |        | Enter & Park Invoices                     | ERP System | \$25.00 | 0:44:00   | VA         | High   | AP Clerk |
| Receive and Enter Invoices       |         |              |        |   |            |         |           |            |        | AP Clerk |
| Receive and Enter Invoices       |         |              |        |   |            |         |           |            |        | AP Clerk |
| Distribute Invoices for Approval | \$73.00 | NVA: 1:00:00 | Medium | Mark Invoices for Approval                | Non-XSol   | \$40.00 | 0:35:00   | NVA        | Medium | AP Clerk |
| Distribute Invoices for Approval |         |              |        | Send Approval Requests to Finance Manager | Non-XSol   | \$33.00 | 0:25:00   | NVA        | Low    | AP Clerk |
| Distribute Invoices for Approval |         |              |        |   |            |         |           |            |        | AP Clerk |
| Distribute Invoices for Approval |         |              |        |   |            |         |           |            |        | AP Clerk |

Above: Model Hierarchy CSV Output



**XSOL**

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