



# UMTAudit

## Overview

The UmtAudit™ package includes three comprehensive software modules:

**UmtAudit Manager:** This program allows you to easily create, edit and manage any number of studies from a PC. You can customize questions, answers, criteria and so much more...

**UmtAudit (for PDA):** This program allows you to accurately log your observations on a handheld computer. Take advantage of predefined notes, freehand notes and photo options to facilitate your assessment process.

**StatAudit:** This program allows you to instantly review, edit and print professional audit reports on your PC, virtually eliminating the post audit stage.

Using UmtAudit™ facilitates your assessment process allowing you to do a better audit, plus you get your reports done faster...

## Capabilities

UmtAudit™ is the ideal tool for performing:

- Quality Management System Audits
- Environmental Management System Audit
- Health and Safety Management Audit
- ISO Inspections
- HACCP Audits
- Regulation Compliance Audits
- State of Assets Evaluation
- Intern Audits
- Extern Audits
- Management Reviews
- Information Systems Audits
- Integrated Audits
- Investigative Audits or Reviews
- Follow-up Audits
- Any kind of Customized Inspection Process

What kind of audits do you do? Send us an email, we just might have a solution that will save you time and money. **Our Policy is not just to provide a tool to give you a paperless and real-time method of producing audits, assessments and reports, but to take your documents and configure the software to provide you with a complete solution.**

## **Benefits**

### **Save Time, Save Money**

Now, using UmtAudit™, you can automate your inspection process to have instant access to reports. This means that you can virtually eliminate the entire post-audit stage... saving between 35 - 50 % of your time per Audit.

### **Perform a More Thorough Assessment**

Auditors have told us that by using UmtAudit™, they can log their assessments more efficiently, allowing more attention to detail during the audit.

### **Facilitate the Auditing Process**

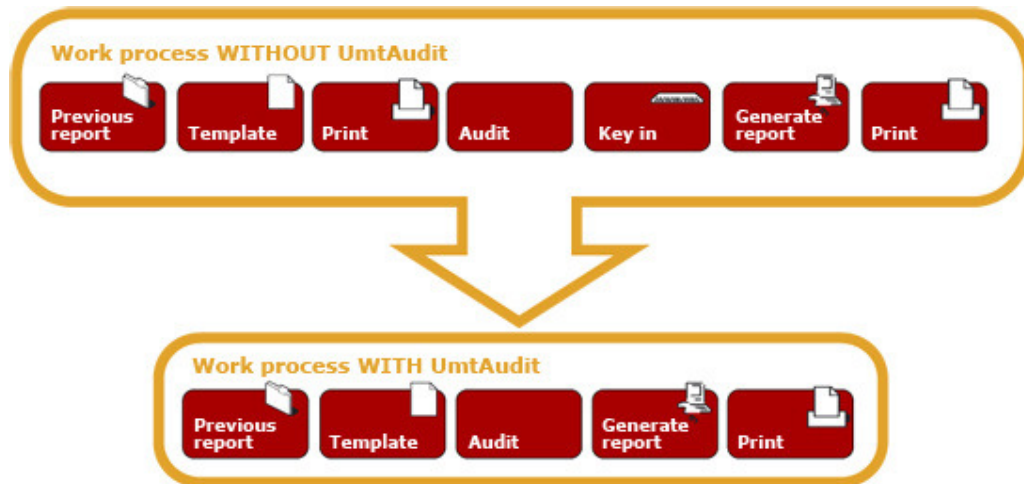
Now, all of the information that you need to perform and complete your study can be stored in the palm of your hand. Furthermore, you no longer need to write and re-write your answers because they can be pre-programmed for you, saving time and also enhances your data security.

### **Option to Easily Populate your Existing Spread Sheets**

You can easily program each element field so that it sends data to specific cells within your Excel template. It's really easy to do and saves you countless hours of data entry.

## Perform your audits more efficiently

Now you can use a handheld computer to automate your assessments and eliminate the tedious task of data entry. Virtually any kind of audit can be pre-programmed so that you can log your observations more quickly. This also allows you to standardize the audit process. Once your assessment is complete, you can easily transfer your data and have direct access to reports.



## With this program, your reports are available instantly

The top part of the figure illustrates the work processes needed today when performing an audit. The lower part of the figure shows the fewer processes needed when using the PDA solution. The elimination of the task of keying in the data all over again gives a substantial timesaving and reduces errors.

"Using this innovative tool alleviates so much extra work, especially for the lead auditor. It is a tool that helps me to do a better audit." - *Michel Langlois, QMI Lead Auditor*

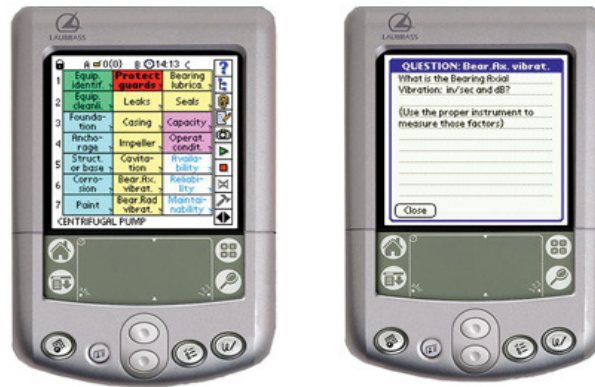
## UmtAudit for PDAs

Record your assessments easily on a handheld computer - no more piles of paper!

UmtAudit is designed to facilitate and optimize your auditing process. Once you have completed your study, simply transfer your observations back to your PC and your audit report is ready!

- What if I don't have the answer I need pre programmed? With UmtAudit you can easily type or write freehand notes on your PDA. Your notes are then directly inserted in your report within the applicable article.

Below is an example of what UmtAudit can look like on a PDA. Not only are PDA's easier to record data on, they are also useful for storing all of the information that you may need to make an accurate assessment.



With UmtAudit™ on your PDA:

- Simply choose the item that needs to be evaluated and all the information you need is there
- Refer to programmed images or full text descriptions to help define the task
- Easily click on your pre-programmed answers
- Write freehand notes on your PDA
- Add comments from a selection of pre-defined notes
- Directly insert pertinent photographs
- Cut, Copy and Paste your observations
- Collaborate with other auditors
- Easy to use, Easy to train others to use.
- And so much more...

The UmtAudit™ program has a wealth of features that help you to make your assessments more efficient. To learn more about how this program can benefit you, please contact us.

## UmtAudit Manager

UmtAudit Manager is designed to allow you to easily create, edit and manage your audit at the comfort of your PC. Once you have completed your configuration, in a simple click you can transfer the study to any number of PDAs and you will be ready to start your assessment.

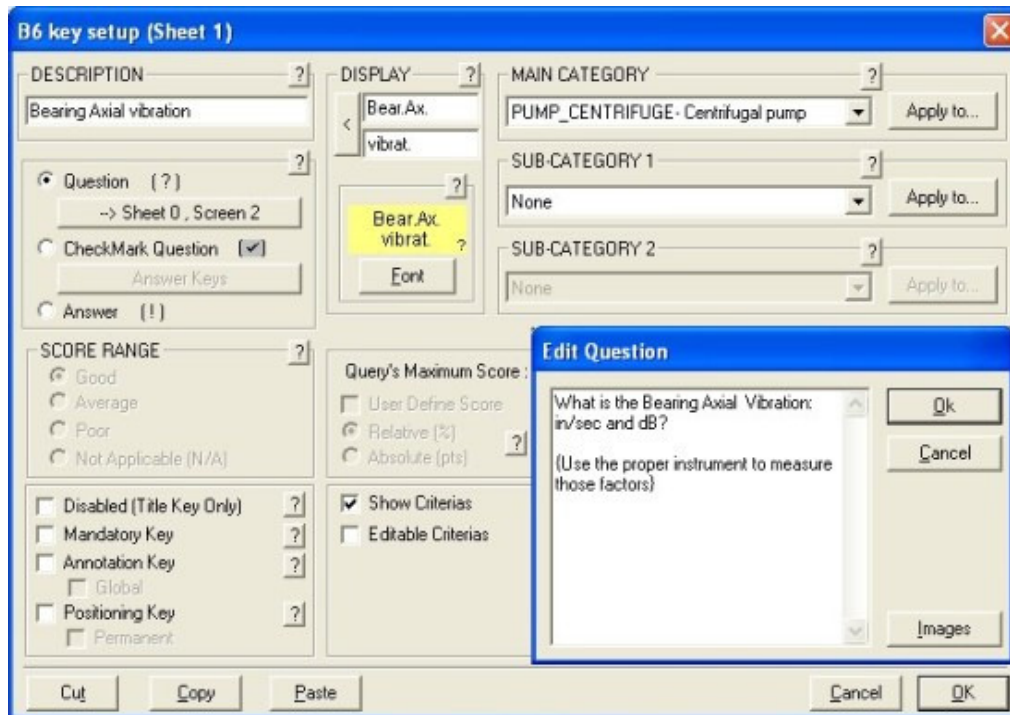
- Did you forget to program a question? Don't worry, as you are able to add it directly into your PDA... the program is easy to use and designed to be flexible!

### UmtAudit Manager Worksheet

Below is an example of the UmtAudit Manger worksheet - each cell can be programmed individually. Once transferred to a PDA, you will see two or three columns at a time, so you can design the layout to be easier to use.

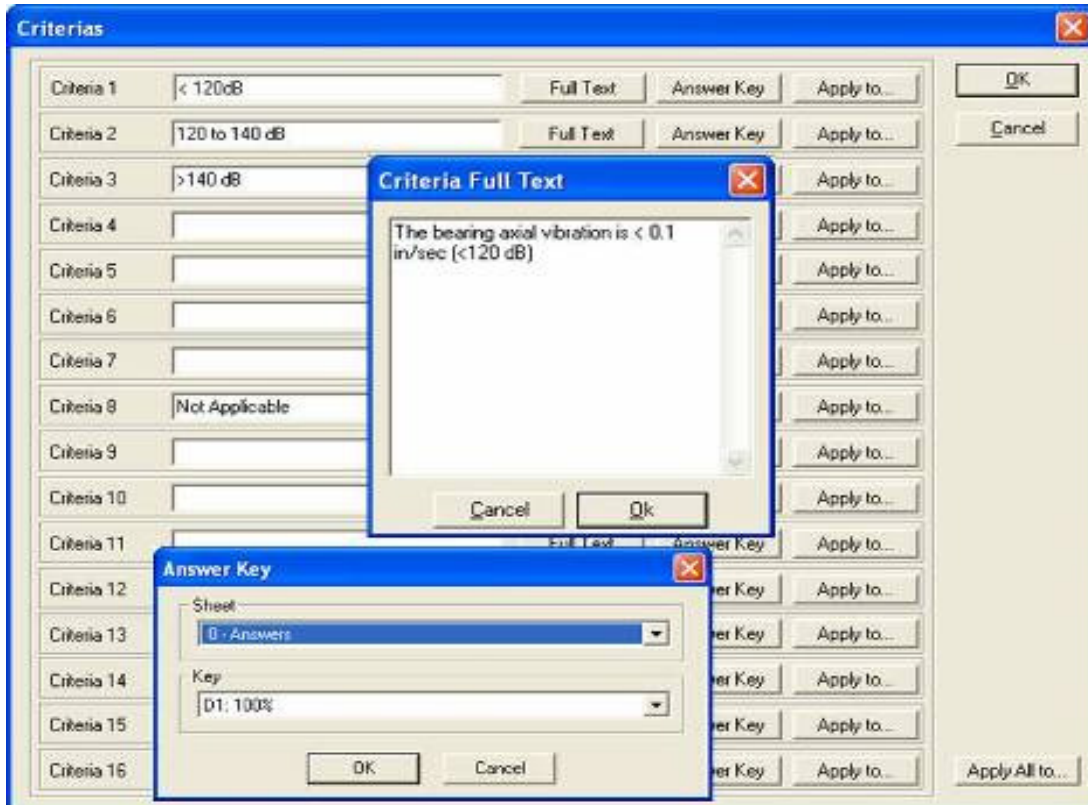
### Easily Program each key

Click the key you wish to program from the UmtAudit Manager worksheet, and simply complete the dialog box that appears. Remember - you have virtually unlimited amount of elements that you can program as either questions, or checkmark questions or answers



## Descriptive Criteria

Make answering questions easier by having criteria with pre-programmed text - all you have to do is choose the criteria that matches your assessment and the text is automatically inserted into your report. It's that simple!



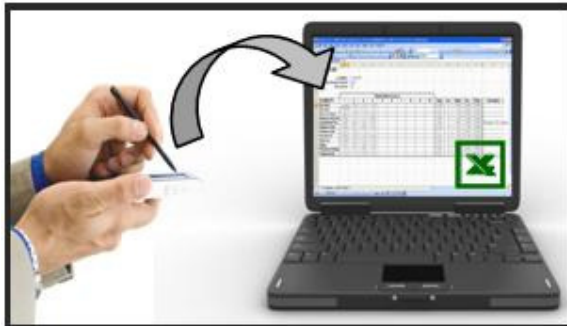
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## Create Instant Comprehensive Reports Using StatAudit

- Reports are immediately available once the data is automatically transferred
- Pictures taken with your PDA are included as evidence
- Reports are easily manipulated to facilitate analyses
- Eliminate Post-Audit work, let UmtAudit™ do it for you
- Present professional documentation of the results – at the close of the audit
- Print reports directly from your PDA
- Corrective Actions are categorized together
- Send Corrective Actions back to your PDA for follow up audits

### NEW Excel feature works to easily populate your existing spread sheets



Many of our customers have told us how beneficial it would be if the data that they collected on their handheld could be directly inserted into their existing Excel templates, so we made it happen.

Now you can easily program each element field so that it sends data to specific cells within your Excel template. It's really easy to do and

saves you countless hours of data entry. You will of course still have access to all of the graphs, charts and reports in the StatAudit program as well. .

**For further information contact – Bob James at**

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