

# Why a CMMS ?

A CMMS is a real decision making tool to optimize the management of human, material and financial resources.





## THE FUNCTIONALITIES OF A CMMS...

For a company, a CMMS is a real decision tool that allows optimized management of human, material and financial resources.

Concretely here is an overview of the functionalities of a CMMS:

ASSET MANAGEMENT	WORK MANAGEMENT	PURCHASE MANAGEMENT	STOCK MANAGEMENT	BUDGET MANAGEMENT	PROJECT MANAGEMENT
Full and detailed description of the equipments to be maintained	Preventive and curative maintenance works' optimization	Complete sale cycle management from the request for quotation to the supplier invoice	Avoid shortages or overstocking	Budget follow-up	Investment plans budgets follow-up

### What are the benefits of a CMMS?

- Control costs
- Optimize maintenance budget
- Improve purchase and stock management (reducing costs)
- Make equipments more available (reducing missed production)
- Plan your maintenance easily and efficiently
- Capitalize on experience (fast and easy access to the equipment history)
- Decrease the number, the frequency and the seriousness of the breakdowns
- Improve the quality of the service (meeting the needs and increasing the satisfaction rate)
- Increase maintenance productivity
- Reduce as much as possible urgent interventions
- Improve intervention terms

A CMMS allows maintenance costs reduction and increases equipments liability and availability.

### What are the main reasons for implementing a CMMS?

- Make the management of preventive and curative maintenance easier and more efficient
- Optimize purchase and stock management
- Capitalize on experience thanks to the interventions' history in order to take the right decisions
- Set up procedures (ISO standards, etc.)

A CMMS must lead to productivity and efficiency and thus a better competitiveness.



## CMMS IN COMPANIES...

The benefits of a CMMS are still underestimated by CEOs and many companies haven't invested in such systems yet.

Some maintenance departments have been willing to structure their organization and developed light CMMS solutions using Office tools such as Access and Excel. But sooner or later they find out that their solutions are limited or complicated and go for professional CMMS programs.



## CMMS AND APISOFT...

### History...

The first version of our CMMS was created in the years 90. The software was exclusively meant for HP3000 hardware (mini platform used for management above all in the industrial world). Originally it was developed by the computer engineers of an automotive equipment manufacturer with the close collaboration of the subsidiaries' maintenance chiefs.

In 1994, the development manager creates the company Apisoft. In 1998, on demand of our customers, starts the project of redeveloping the software to be client/server, multi platform and multi database. OptiMaint is born.

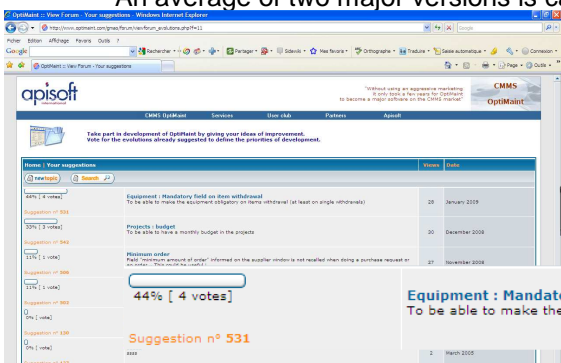
With more than 15 years of experience, Apisoft offers one of the only solutions that have been originally developed with the collaboration of maintenance managers.

### A major actor...

Without an aggressive marketing and within a few years, OptiMaint became a major actor of the French CMMS market. Apisoft's turnover has been constantly evolving (with an average of +20% per year).

### The developments ...

An average of two major versions is carried out each year with all the new functionalities developed.



A user club is available for our customers directly on our website [www.optimaint.com](http://www.optimaint.com) and allows our clients to post suggestions of improvements or to vote for suggestions made by other customers. Priority is then given to most voted suggestions.

The majority of the evolutions are thus done on demand of our customers. This guarantees that the software always meets concrete customers needs.

### A network of partners...

Apisoft International sells OptiMaint thanks to a network of partners in France and abroad: Morocco, Tunisia, Algeria, Africa and French overseas territories.

Apisoft International also selected partners that can offer you a complete guidance on your CMMS project (audit, advisory, implementation, etc.).

## CMMS AND OPTIMAINT...

### OptiMaint, for what needs...

OptiMaint was designed to be adaptable to all types of business.

OptiMaint is a global solution of management and organisation of maintenance adapted to various sectors such as industry, tertiary, services, hospitals, etc.

OptiMaint was thought to meet the requirements of any size of structure from the smallest to the biggest.

### OptiMaint, compared to other CMMS...

As stated in this document, OptiMaint is an alternative between expensive and complex solutions that are long to implement and lighter solutions with too limited and simple features.

In comparison to the competitors, OptiMaint is characterized by its simplicity of use. OptiMaint has powerful functionalities but is very user-friendly thanks to pleasant and simple screens. Apisoft made a point of honour of taking care of ergonomics.

OptiMaint makes the difference thanks to an easy but yet complete approach of all the functions of the maintenance management. You can customize the screens in order to adapt OptiMaint to your business. For example you can create to own fields, make fields compulsory or simply hide fields you're not willing to use. Thanks to privacy settings, you'll be able to offer to each user the exact information he needs rather than multiplying useless information. You even have the possibility to change the wording (for example replace "equipment" by "machine", etc.).

From an informatics point of view, on the contrary to most of our competitors, OptiMaint is multi-platform and multi-database (Oracle, SQL Server, Sybase, DB2/400 pour AS400, Access, MySQL, PostgreSQL).

### OptiMaint, our strengths...

User-friendly, simple to use, easy to set up, powerful and fast to implement.



## TEST OPTIMAINT...

Choosing a software is a delicate step. Documentation and commercial presentations aren't enough to evaluate the qualities of a software.

During a presentation, the explanations of the sales representative will aim at presenting you the possibilities of the software and reassuring you of the functionalities, but this doesn't replace a testing phase.

### **The evaluation is even more important when the sales representative says it isn't worth it!**

That's why we offer you to test the last version of OptiMaint. The demo version is the complete version of OptiMaint with all its functionalities, limited to 30 days of use.

This evaluation is part of the decision process and will allow you to check concretely that OptiMaint meets your requirements.

# Why **OptiMaint** ?

At first sight all softwares look the same. But the first step of analysis will highlight exactly the existing differences between each software and give you the opportunity to choose the exact match for your needs and your everyday use.

That's why we'd like to point out to you the advantages of OptiMaint that have been highlighted by our customers thanks to a survey...

OptiMaint is ...

- **Easy to use**
- **Fast to use**
- **Simple to customize**
- **Powerful**

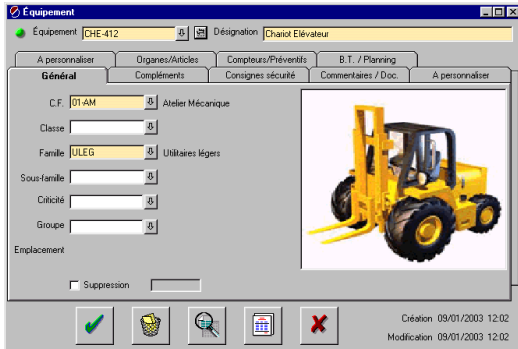


## Easy to use

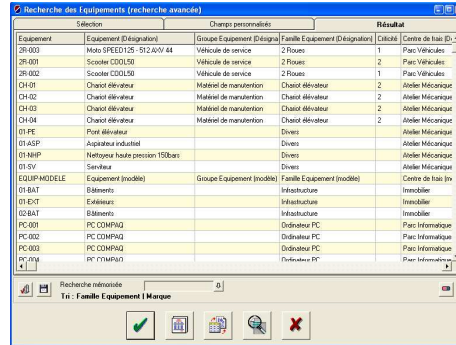
A CMMS software package is not meant for computer engineers. That's why it must be designed to be as user-friendly as possible. The screens have been studied with users to be simply and quickly filled.

1. The adaptation to the software is very limited thanks to standardized screens. There are only 2 types of screens:

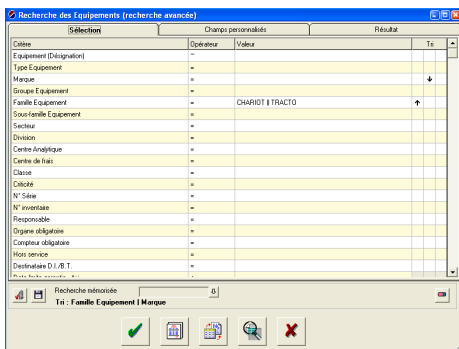
### Identity Screen



### Search screen



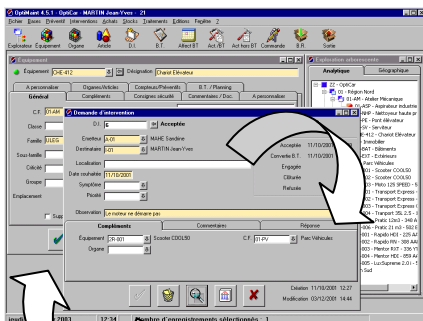
2. All search screens are multi criteria with the possibility to search only on a part of a criteria (thanks to replacement characters: \* or %).



The example shows a search done on equipments. All the fields are search criteria (filters) that can be combined.

The validation of your search will lead to a table that lists the results corresponding to your criteria. This list can be modified (values shown), reorganized (order of each column), printed or exported towards Excel, Word, PDF, etc.

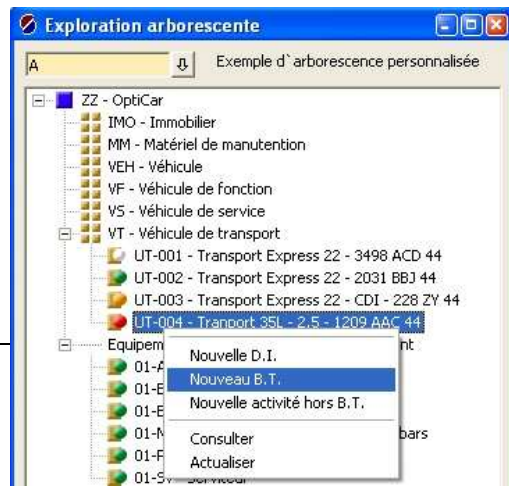
3. You will be able to use a single or a multi screen display



Using the multi screen display, you'll be able to browse different screens without restriction. You can have a look at equipment sheets while having a purchase or a work order opened at the same time.

The multi screen display offers a great flexibility of use. Nevertheless you can also choose to work with a single screen display (one single screen at the same time).

### 4. Treeviews



To simplify the handling of the software and to give a quick view on the analytical and geographical organisation of your company, OptiMaint offers complete graphic treeviews.

To provide only relevant information to each user, it is possible to personalize the display of all the nodes of the treeview. This customization allows the creation of an unlimited number of treeviews.

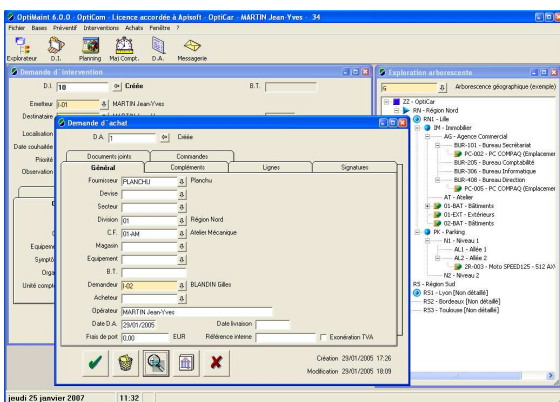
From 6 compulsory levels, the software can include up to 16 levels of analysis! This flexibility makes OptiMaint easily adaptable to small, medium and big structures.

OptiMaint has two types of treeviews: analytical and geographical. They allow to visualize and find easily all your equipments.

From the treeview, you can directly create a work request, a work order, an activity without work order, etc.

Moreover, a colour code gives instantaneous information about the equipment status.

## 5. OptiCom module



OptiCom module allows an unlimited number of users to be connected simultaneously to OptiMaint database in order to create work requests.

Being easy to handle, OptiCom allows any user to report a technical hitch on an equipment, but also do a real-time follow-up on his demand.

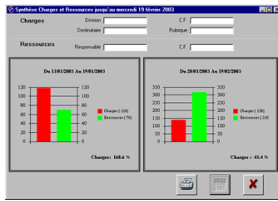
Important: thanks to the OptiCom module you can also update meters, change the equipments' and the members' schedules, order purchases, use OptiMaint mailbox, etc.

Connexions to OptiCom aren't counted as simultaneous accesses.

## 6. Electronic Document Management – EDM

OptiMaint integrates an electronic document management. All kind of documents (paper, Word, Excel, Autocad, pictures, internet links...) can be linked to equipments, items, suppliers, work orders, etc. In one click you'll be able to have access to an assembly plan for instance!

## 7. Preventive maintenance = easy scheduling



OptiMaint provides graphic synthesis (as histograms or tables) of your human resources available compared to the workload. Thus, for one given period you know immediately if you can deal with the workload or not.

The screenshot shows a detailed view of a preventive task for equipment VL-003. It includes fields for 'Description Vidange', 'Compteur 56000 KM', 'Prochaine intervention 61000 KM', 'Rubrique P-ENTR', and 'Entretien /Préventif'. A table below shows the task schedule:

Date début	Date fin	B.T.	Durée prévue	Observation
15/02/2003	15/02/2003		3:50	

You can have a schedule per day, week or month.

The planning of scheduled works can be exported towards another application (Excel for instance).

The screenshot shows a table titled 'Planing des charges journaliers du 15/02/2003 au 15/03/2003'. It lists equipment (VL-001 to VL-005) and their scheduled maintenance tasks (RG-V #02, VIDANGE #02) with associated costs and dates.

Equipment	Organe	Genere	Total	15/2	16/2	17/2	18/2	19/2	20/2
VL-001		RG-V #02	3.50						
VL-001		VIDANGE #02	3.50						
VL-002		RG-V #02	4.00						
VL-003		RG-V #02	3.00						
VL-003		VIDANGE #02	30.00	3.00			3.00		3.00
VL-004		RG-V #02	2.50						
VL-004		VIDANGE #02	38.50				5.50		
VL-005		RG-V #02	5.50						
VL-005		VIDANGE #02	22.50				4.50		

(A click on one cell opens the detail of the preventive task)

## 8. Powerful analysis

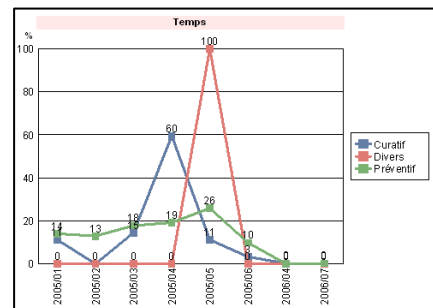
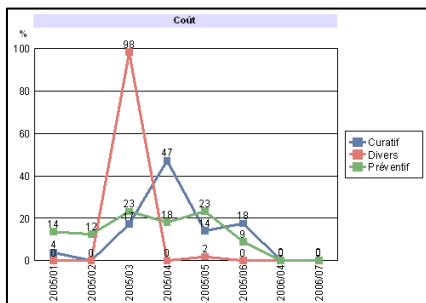
OptiMaint makes it very easy to follow up on the technical and financial aspects of all equipments. Precise and simple dashboards help you to make your decisions and convince your managers if needed (for the replacement of an equipment for example).

### Financial aspect

Equipement				
ASFI-01	Assembleur Industriel			
CHE1	Coût MO	Coût Articles	Coût Factures	Coût Total
PR-32	2 175.00	847.51	1 000.00	4 022.51
	2 925.00	600.00	0.00	3 525.00
	600.00	0.00	0.00	600.00

### Technical aspects

		Nombre de pannes	Temps indisponibilité (h)	Coût indisponibilité
		2	4.2	0,00 FRF
Temps d'ouverture (h)	Taux disponibilité	M.T.B.F. (h)	M.T.T.R. (h)	
8 760	100.0 %	4 378	2,1	1.7
8 760	100.0 %	4 379	0,9	31.5
8 760	99.6 %	8 729	31.5	0,00 FRF



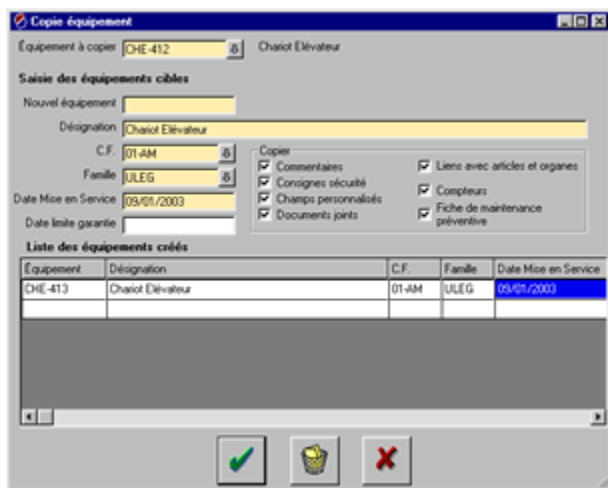
## FAST TO USE

A CMMS should not be seen as a constraint. It must be easy to use and the users should not waste time in understanding how to work with it.

OptiMaint is first and foremost a tool to help the maintenance department. That's why each screen has been designed to be filled as fast as possible.

It only takes a few seconds to fill a work order, an activity sheet, etc.

### 1. Fast installation

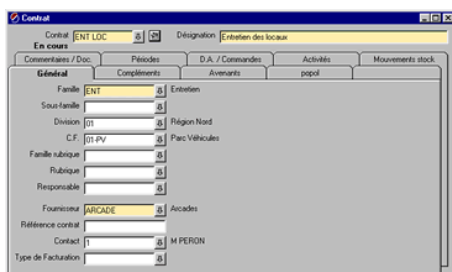


You can start using OptiMaint even if you haven't filled all the data yet. OptiMaint can be integrated in your organization step by step at your own pace.

To save time, OptiMaint has copy functions (similar to Windows copy/paste). For instance, you can create an equipment in one click starting from another equipment (and copy all or any part of the characteristics of this equipment).

2. OptiMaint allows you to generate delivery reminders and to send them by mail, fax, email... OptiMaint also allows you to manage returns to suppliers.

3. You can also manage all your types of contracts with subcontractors with a strict follow-up.



You follow the fulfilment of your contracts.

For example, you define the forecasted number of works, the forecasted costs, etc. Then at any time, you will be able to check if contract conditions are observed (including the time until work is completed).

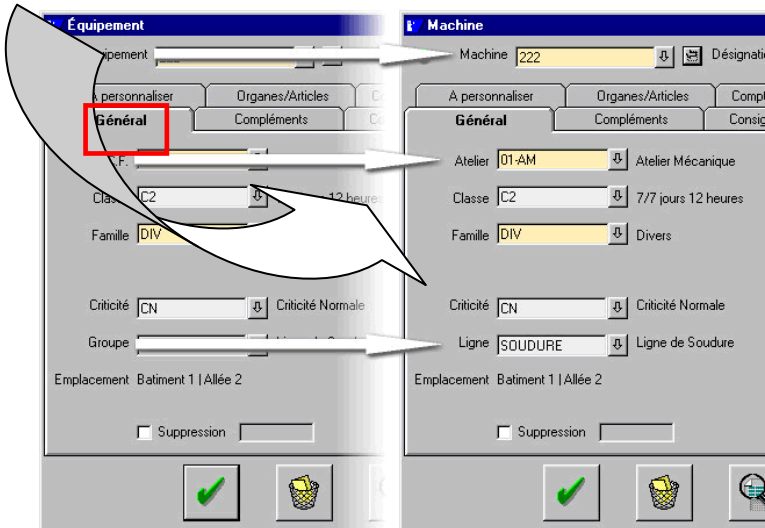
Période (mois)	Du	À	Avenant	B.T. prévus	B.T. effectués	Coût prévu	Coût facturé
12	01/01/2001	31/12/2001	1	12	10	1800.00	1500.00
12	01/01/2002	31/12/2002	1	12	12	1800.00	1900.00
6	01/01/2003	30/06/2003	2	6	4	900	600.00

Moreover, to save time, OptiMaint indicates the contracts which are about to expire, those which should be reconducted, etc.

## EASY TO CUSTOMIZE

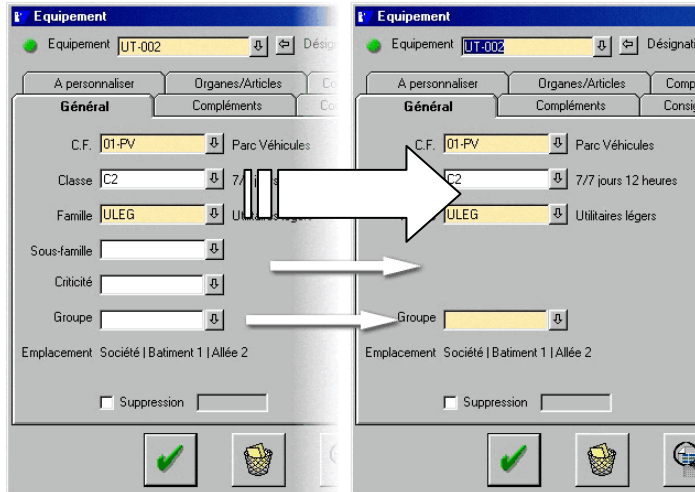
OptiMaint is a global solution of management and organization of maintenance adapted to the variety of sectors such as industry, tertiary, services, hospitals, etc. OptiMaint was designed by maintenance managers to meet concrete requirements of small, medium or big companies. OptiMaint can be used on multiple locations and can manage any type of equipment.

### 1. Wording



You can change the wording and adapt OptiMaint to your own vocabulary (for instance, you can replace “Equipment” by “Machine”, “Cost centre” by “Work shop”, etc.).

### 2. Screens

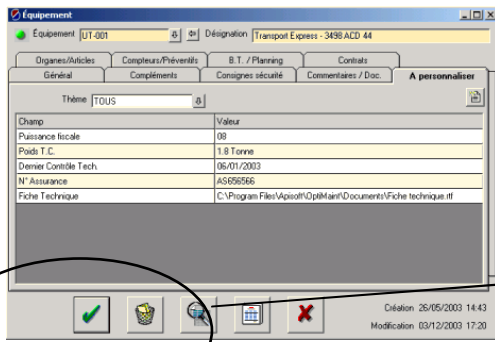


It is very easy to ...

- Hide fields if they are not relevant for you.
- Define mandatory fields (with the colour code of your choice).

Important: The customization of screens like: equipment, component, item, supplier, member (etc.) is set up given to the family. For example, an equipment belonging to the “forklift trucks” family, will not have the same fields as the equipment belonging to the “computer” family. Thus, OptiMaint is perfectly adaptable to your business’ specificities.

### 3. Create your own fields



In order to adapt OptiMaint to your needs you can create your own fields: alphanumerical, numerical or monetary values, a date, yes/no, etc.

These fields are linked to the screens that you select: equipments, components, items, suppliers, contracts, work requests, work orders, activity sheets, etc.

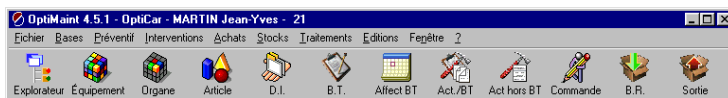
And you can search on all the fields you created to make your analysis.

### 4. Menus

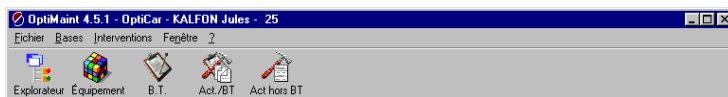
OptiMaint can be adapted to each user thanks to the customization of the menus. Each user will only have access to the information he needs.

**IMPORTANT:** Of course you can create as many customizations and user profiles as needed to adapt the software to your organization.

Example of the maintenance manager profile (access to all the functionalities of the software):



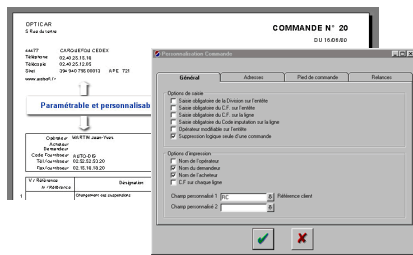
Example of the maintenance technician (the menus and the toolbar are limited to parameters set up by the administrator):



This customization is a key aspect of the software because each user will only access relevant information. This guarantees a faster learning and handling of the software.

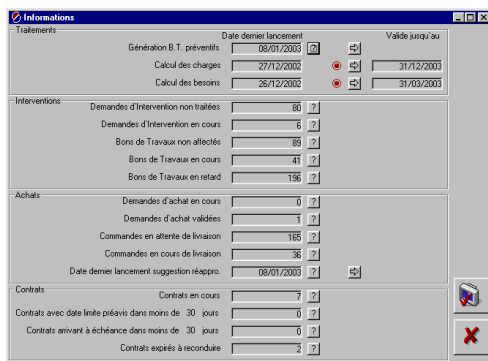
## 5. Reports

With OptiMaint customizing reports is very easy.



For example, various printing options are available. You just have to tick off the check boxes you require to parameter the printing of purchase orders. No informatics skills are necessary.

## 6. A clear, synthetic, precise and customizable dashboard with alarms



Given to the user you can set up a dashboard in order to have a synthetic view of all the information referring to:

- Batches
- Works
- Purchases
- Contracts

1. The failure tree

The failure tree is a fantastic tool for searches and analyses. Thanks to it you'll be able to find instantaneously the cause of a breakdown as well as its remedy.

With more than 20 selection criteria and more than 15 display and sorting criteria, the failure tree is an easy way to capitalize on experience.

2. Preventive maintenance is automated

You won't have to worry about creating work orders for future interventions; OptiMaint does it automatically for you! Systematically, x days (x being a parameter defined by you) before the forecasted date of the preventive intervention, OptiMaint generates the work order (it can also be sent directly by email and/or to a printer).

3. The replenishment advices take preventive forecasts into account

When you request a replenishment advice, you can ask OptiMaint to consider also the needs for future preventive interventions until the date you choose.

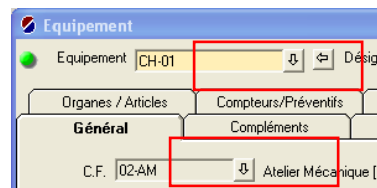
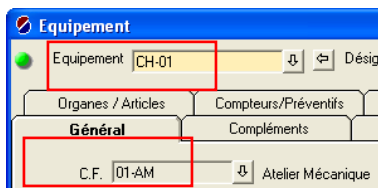
With regular replenishments and a minimum stock established to cope with curative needs, stock shortages are avoided.

OptiMaint suggests directly which items should be ordered for your next interventions so item reservations (tedious and often not respected) are no longer needed.

4. A clever codification

The codification is unchangeable. The biggest advantage of this is that users will be able to use the codification they are used to.

In this example the equipment CH-01 is transferred from the cost centre 01-AM to 02-AM with the same code.



5. OptiMaint allows the correction of an item's WAC when the price of the order (or of the reception) is different from the price of the corresponding invoice.

In this case, corrective movements will be generated for each stock movement that occurred since the stock entry. Without this functionality and if the amount invoiced is regularly different to the amount ordered, your financial analysis and the valuation of your stock will be completely wrong.

## 6. Optimize searches and response times

No matter the volume of information to be treated, OptiMaint can handle the charge. Here's an example that highlights that OptiMaint optimize the response times to the database. We are going to compare the way OptiMaint works to the way most CMMS work.

When you look for an item in a database of 3.000 items:

*In OptiMaint, you would do the following:*

- a) Open an item identity sheet
  - b) Write the precise code of the item followed by tabs and the corresponding item sheet opens
- In this case you did a request on the database on a sole record.

*In most of other CMMS, you would have done the following:*

- a) Open a window that displays a list of all the item – which means you did a first request on all of the 3.000 records of the database
- b) Double-click on the line corresponding to the item required – which means you did a request on one record

In the end you did two requests on 3.001 records!

At first sight, this can be seen as an informatics' detail, but imagine 2 users consulting simultaneously items. In the case of OptiMaint, you would have 2 simultaneous requests on 2 records on the database whereas in the case of most CMMS that work with lists, you would have  $2 \times 3001 = 6.002$  records! The response times will necessarily be worst and with a large number of simultaneous users the situation can be even more critical.

## 7. Analyse tools

OptiMaint includes around 200 reports and graphics. In addition, Apisoft can develop customized reports or graphics especially for your needs.

All these reports can be printed, exported to another application (Word, Excel, Access, Lotus, etc.) or published on your Intranet.

## 8. Precise privacy settings

You can forbid the access (in reading or in reading and writing) to some users to information that is not related to their cost centre (work orders, equipment sheets, etc.). You can also define privacy settings given to the equipment.

## 9. OptiMaint is compatible with the majority of the databases:

Access, Oracle, SQL Server, Sybase, DB2/400, MySQL, PostgreSQL, etc. So you can start with an Access database and then upgrade to another database. For the user it is completely transparent because the software is strictly the same with the same interface.



Apisoft international based its developments on rigorous choices and went for market standards (Microsoft, Unix, IBM, HP, Oracle ...). Choosing development technologies that are common to the most famous names of the market, Apisoft International avoided to suffer from cyclical informatics fashions and ensured the continued existence of your investment.

*As a conclusion...*

*This document is not exhaustive,  
That's why we remain entirely at your disposal.*

For further information please contact your reseller.

OptiMaint is a CMMS software package developed by:



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[info@optimaint.com](mailto:info@optimaint.com)

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