

Move people, not mountains

What if you could move twice the number of people in half the time – and spend half as much? You can make it happen with the FM:Interact Move Management Module. Whether you're moving just one person, co-locating a cross-functional group or reorganizing an entire location, you can rely on the Move Management Module to reduce move costs and deliver better service.

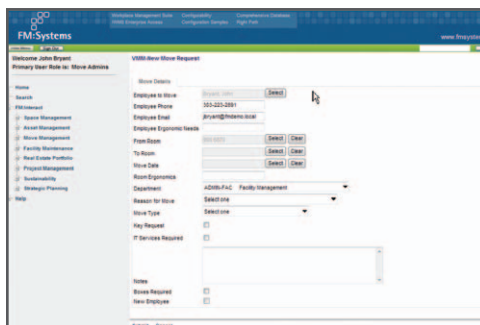
Reduce Move Costs and Improve Service

Reduce move costs

- Avoid unnecessary moves and costly reconfiguration projects
- Improve productivity of move planners
- Get more value from move service providers
- Reduce disruption to operations and impact to occupant productivity

Improve move service

- Minimize move delays and errors
- Improve communication with internal customers
- Coordinate efforts of multiple service providers

A screenshot of the FM:Interact Move Management Module interface. The interface shows a 'New Move Request' form with various fields for move details. The left sidebar contains a navigation menu with categories like 'Search', 'Asset Management', 'Move Management', 'Facility Maintenance', 'Plant/Ende Profiles', 'Project Management', 'Sustainability', and 'Strategic Planning'. The main form area includes fields for 'Move Details', 'Employee to Move', 'Employee Phone', 'Employee Email', 'Employee Organizational Needs', 'From Room', 'To Room', 'Move Date', 'Room Organization', 'Department', 'Reason for Move', 'Move Type', 'May Request', and 'IT Services Required'. There are also checkboxes for 'Notes', 'Boxes Required', and 'New Employee'.

Easy to create move request forms are the first step in streamlining your move processes.



Get Churn under Control, From Start to Finish

Move planning

- Get detailed and accurate move requirements with Web-based move request forms
- Automate e-mail communication for move approvals and status updates
- Enhance move planning with real-time space, occupancy and move data
- Improve collaboration with move liaisons
- Manage large moves as projects

Move coordination

- Configurable move workflow supports consistent, efficient move processes
- Automate e-mail communication for service provider work status
- Centralized scheduling

Performance management

- Analyze churn by department or building to identify areas for improvement
- Track move costs with quick reporting features
- Measure customer satisfaction with automated surveys to internal customers

Enterprise move management

- Provide Web-based access for move planners, liaisons, internal customers and service providers
- Automate communications with e-mail notifications
- Keep space and occupancy data up-to-date

FM:Interact Move Management

Create and Manage All Your Moves Without Ever Leaving Your Desk

The FM:Interact Move Management Module is a powerful ally in your quest to successfully manage moves and cut churn costs in your organization.

Automate the Move Process

The first step is to create a move request form in FM:Interact. Because the system is highly configurable, you define the information you want, as well as control options that are offered such as dates, services, etc. And you get to decide who can request moves – you, departmental liaisons, or occupants. Automated approval e-mails make sure that you get departmental approval before move planning starts. And the process begins!

Open Technology = Quick and Easy Forms

Web-based FM:Interact was created to integrate easily with the other systems already in place in your organization. This makes information from other databases, such as HR, easily accessible to automatically populate drop down menus. No more duplicate entries or updating multiple data sources, and filling out move forms takes only seconds.

Maintain an Accurate, Real-time Occupancy Inventory

Now you'll need to select the "move to" room. Using the floor plan viewer in your browser you can easily see the spaces that are available – select the vacant workspaces view, or maybe the color-coded by department view. Choose the space by simply clicking through, and once again the system is instantly populated. The FM:Interact Move Management Module automatically updates the Space Management Module, ensuring your space and occupancy inventory is in real-time and reflects all the latest changes.



Graphic views give you a quick glance into the space types on your floor plan.

Ensure Workers have the Appropriate Tools – on Time

Because employees hate to arrive at their new desks before their computers do, the system integrates with your asset inventory database so you can quickly assign the needed equipment to accompany the occupant.

E-mail Notifications Improve Communication and Coordination

Scheduling a move prompts sending the e-mail notifications you configure, making sure IT, movers and other vendors are informed.

Streamline Move Processes and Workflow in Your Organization

Automating and streamlining move processes minimizes the errors associated with typical request procedures (voice mail, paper forms, etc.). With all move data stored in one central location, you can easily check move status and make sure events are flowing smoothly. Reporting is a part of every FM:Interact product, so it only takes a few minutes to verify what you paid the utility workers to move the phones on the sixth floor. Know what your move costs are is the first step towards cutting your expenditures.

The FM:Interact Workplace Management Suite

FM:Interact helps organizations improve customer service, reduce costs and increase productivity enterprise-wide. Customers have quick and easy access to key facilities information such as floor plans, reports, employee information and critical documents. Other modules of FM:Interact include Facility Maintenance, Strategic Planning, Real Estate and Portfolio Management, Asset Management, Move Management, Project Management and Sustainability. FM:Interact customers have reported impressive results:

- Reduced occupancy costs by 15%
- Reduced churn rate from 225% to 120%
- Reduced annual move spend by 88%
- Increased onboarding capacity by 60%
- Enterprise productivity savings of \$1.5 million per year
- Increased customer satisfaction rate to 97%

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Reduce move costs and deliver better customer service with the FM:Interact Move Management Module. Contact FM:Systems today to see a demonstration.