



m4parm

PROJECT MANAGEMENT

FLEXIBLY
CUSTOMISABLE
SOFTWARE

INDIVIDUAL
CONFIGURATION
PROCESSES, REPORTS, DASHBOARDS

EASY
INTEGRATION
MORE THAN 30 STANDARD INTERFACES

TRANSPARENT
INFORMATION
FINANCES, RESOURCES, PERFORMANCE

TAILORED
PROJECT MANAGEMENT
CLASSIC, AGILE, HYBRID AND PMO

Unique customers. **Individual solutions.**

About Parm

Companies and organisations are as unique as their employees. Therefore, a standard solution for project management cannot work equally everywhere.

myPARM is programmed in order to be flexibly configured according to the needs of our customers. Together with them, we develop a customised solution that enables them to work more easily and efficiently. Numerous interfaces for importing and exporting data are integrated as standard.

In this way, customers receive transparent information about finances, resources and performance at all times and can easily digitalise their project management – from Excel and in-house developments to a professional solution.

myPARM - As individual as the Swiss
Tailored precisely to your needs



Company-wide transparency Concentration on the essentials

myPARM was developed to give you up-to-date, transparent information about the finances, resources and performance of your projects at all times. Individually configurable cockpits provide you with an overview of exactly the information that is essential for you.

TAILORED PROJECT MANAGEMENT

Whether classic, agile or hybrid - myPARM is optimally suited for every type of project management. The software can also be used in PMOs. Digitalise your project management in this way – from Excel and in-house developments to a professional solution.

Use well-known project management methods or design your own processes. myPARM can be adapted to your individual way of working.

PRINCE2® | PMI | DIN | Hermes | Scrum

EASY INTEGRATION

More than 30 standard interfaces enable simple and fast integration of your infrastructure into myPARM – without any programming. At the same time, myPARM is suitable for international use with different clients, different currencies and languages.

The individual customisation options of the system, processes, reports and dashboards as well as the role-based presentation increase user acceptance. Since no programming is required for this, these options also reduce your risk, your costs and the implementation time.

TIME-SAVING OPERATION

The administrative effort is minimised by automatic adjustments of processes and input masks. Best-practice solutions and user-defined project templates save valuable time.

Thanks to the intuitive user interface and optimised user guidance through process control, your training effort is very low.



swiss made software
+swiss hosting

Fast implementation thanks to best-practice solutions

The implementation time of myPARM is very short thanks to pre-configured best-practice solutions by industry and your preferred project methodology. At the same time, the training effort is minimal, because the user interface is designed intuitively and the user guidance is optimised by the process control. Automatic adjustments (tailoring) of processes and input masks save time and administrative effort.

Do you want to lighten the load on your internal IT department and avoid high investment costs? Then we also offer the hosting of myPARM in the cloud.

Your benefit:

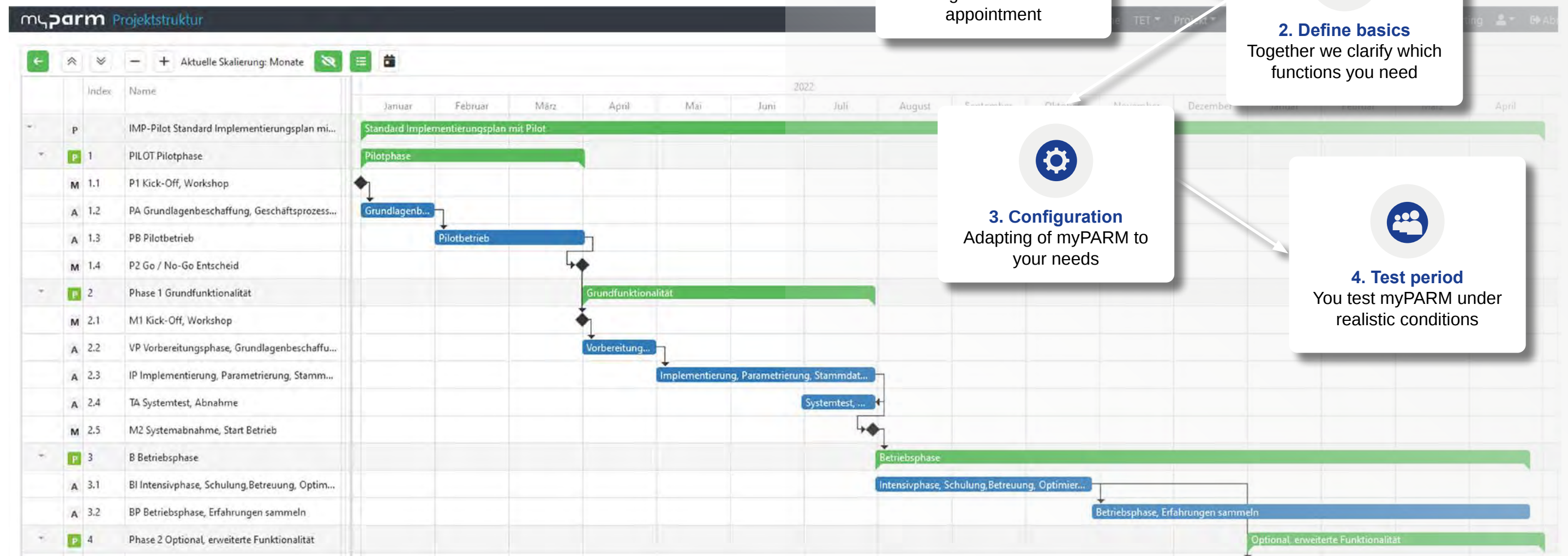
- ▶ Data in a private environment either in Switzerland or in Germany
- ▶ Secure environment, high performance
- ▶ Savings on IT staff and investment costs
- ▶ Backup, data security and administrative tasks taken over by Parm

Test myPARM as a pilot project without risk

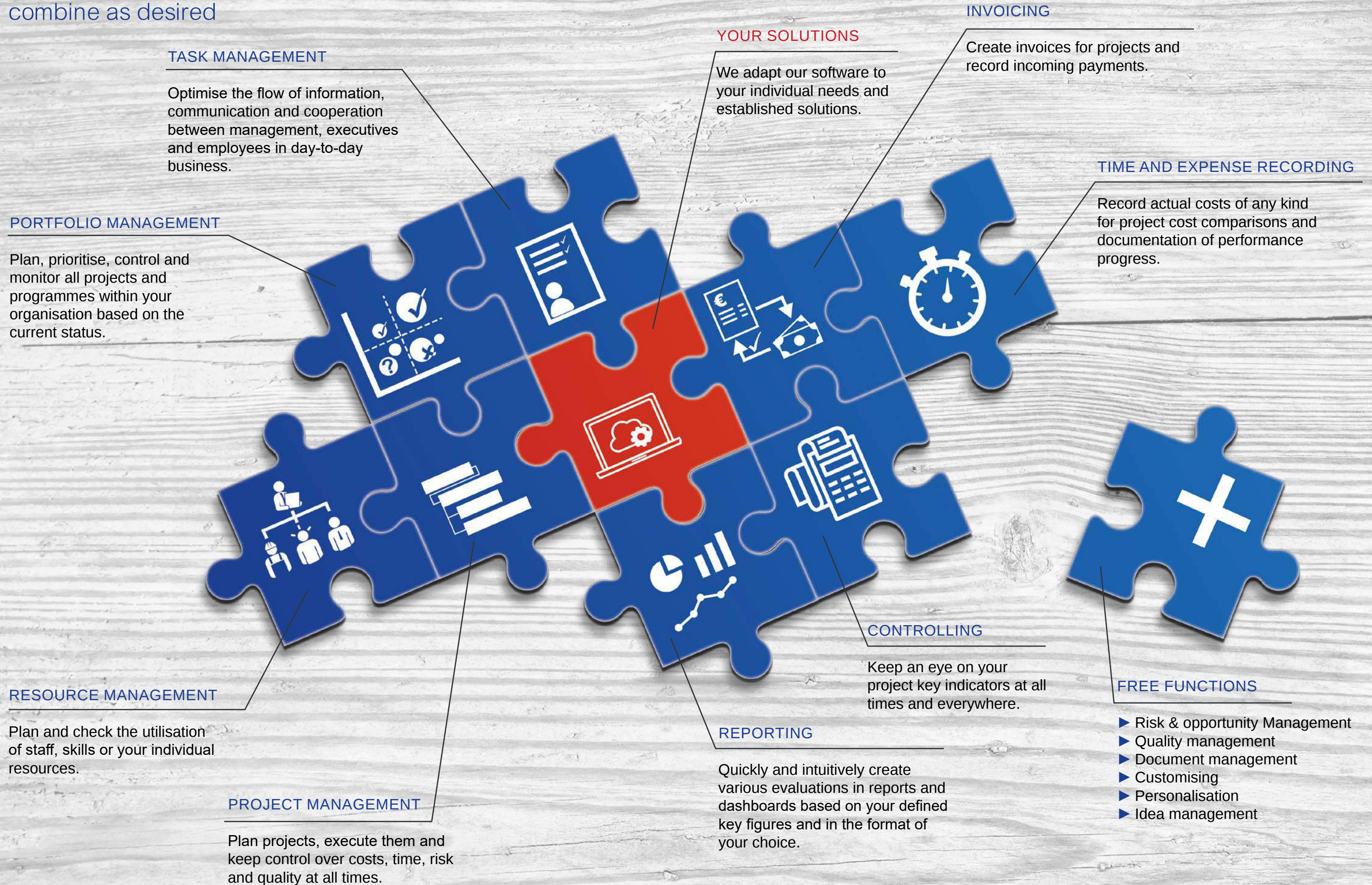
We provide you with everything you need to test the software during the 2 to 3 month pilot period. Your own IT department does not need to be involved, so you can start with little effort.

This includes:

- ▶ the complete infrastructure in a hosted environment free of charge
- ▶ basic configuration and initial individual adjustments at cost
- ▶ free licences for all users



Flexible modules combine as desired



Flexible planning
and optimal implementation of projects

Plan projects, execute them and maintain control over costs, time, risk and quality at all times. myPARM supports agile, hybrid and classic project management, as well as use in PMOs.

PROJECT METHODOLOGIES

Supports individual company-specific process models, as well as methodologies and standards.

PRINCE2® | PMI | DIN | Hermes | Scrum

SINGLE PROJECT,
MULTI-PROJECT AND
PROGRAMME MANAGEMENT

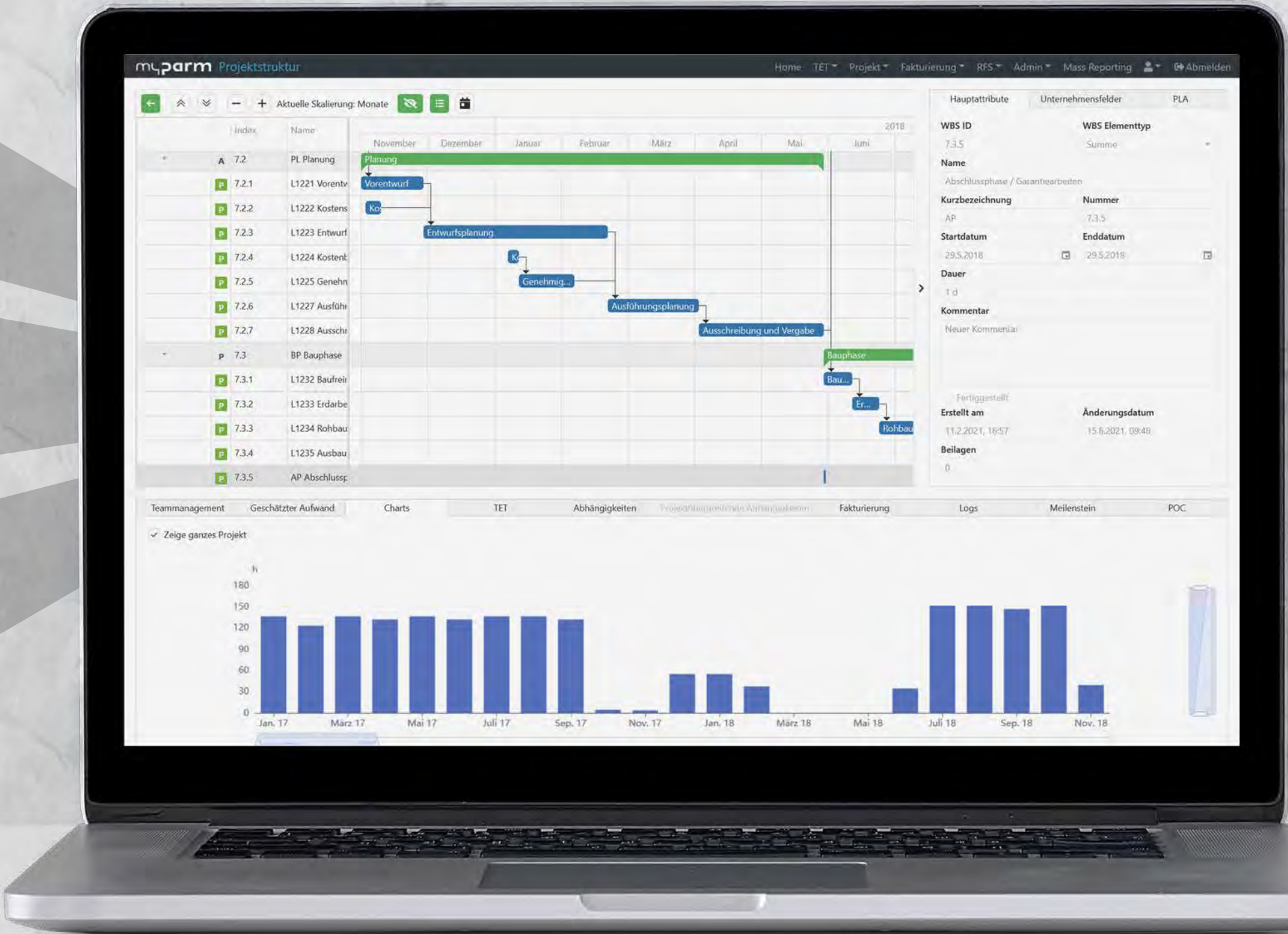
Whether it is a single project or an entire programme – myPARM offers you an overview of the current status at all times.

SCHEDULE AND COST
PLANNING

Plan projects, schedules and costs. Display everything clearly in a project plan, e.g. as a Gantt chart or milestone plan.

CHANGE AND SUPPLEMENT
MANAGEMENT

React flexibly to changes in project management at any time and adapt your actions.



Control your business strategy Ensure implementation and performance

Support the planning of all projects and programmes within your organisation with analysis, simulation and prioritisation functions.

Control and monitor your portfolio on the basis of the current status.

STRATEGIC COMPARISONS

Comparison of programmes and portfolios in terms of performance and strategic goal fulfilment.

SCOREMAPS

Freely definable score maps for the strategic evaluation of your portfolios visualise qualitative and quantitative data and their changes at a glance.

SUITABLE FOR ALL SECTORS

In addition to projects, also usable for objects such as products, services or brands - regardless of whether in industry, the service sector or organisations.

FLEXIBLE REACTIONS

Directly initiate and follow up on actions and initiatives. Define tasks from within the system and assign them to your staff right away.



Plan resources and optimise their capacity allocation

Plan and check the utilisation of employees, organisational units, skills or your individual internal and external resources.



DETERMINE RESOURCE REQUIREMENTS

Determine which resources will be necessary as part of project preparation or planning so that they can be organised in a sound manner.

ASSIGN RESOURCES

Check free capacities of your resources and assign them to different projects or tasks. You can also assign resource groups for planning purposes.

RESOURCE PLANNING

- ▶ Optimise and simulate resource planning
- ▶ Absence planning and approval, e.g. for holidays or parental leave

CONTROL RESOURCE ALLOCATION

Get an overview of free capacities and identify bottlenecks or resource conflicts at an early stage. In this way, you can improve your resource utilisation.

EVALUATE RESOURCE UTILISATION

Detailed dashboards and reports allow for accurate evaluation. A plan-actual comparison provides valuable insights for the future.

DASHBOARDS BY ROLE

Schedules for staff, comparison of resource requirements versus available capacity for project managers or workload planning for line managers.

Plan and carry out tasks efficiently Control the flow of information

Optimise the flow of information and tasks between management, executives and employees in day-to-day business and thus increase the understanding and efficiency of your employees.

Flexibly assign tasks and receive feedback on the current status, deviations from the plan or completion of tasks from your employees at any time via myPARM.

PLAN TASKS

Plan tasks efficiently, clearly and comprehensibly. Record, describe and schedule a wide variety of tasks and task packages.

LINK TASKS

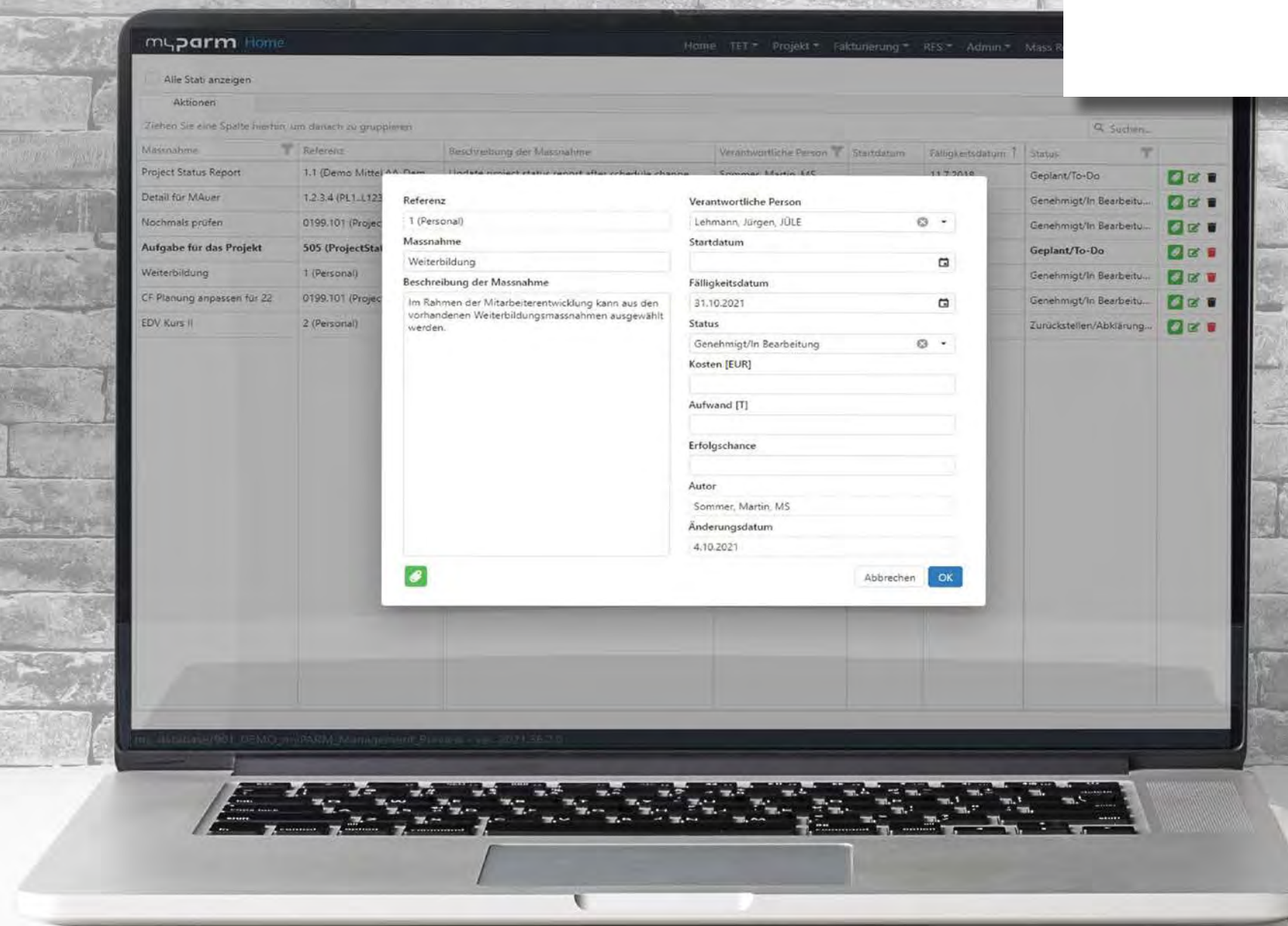
Link tasks to projects or other objects, such as processes, risks or opportunities.

CONTROL TASKS

Monitor the status of tasks and react to changing situations. Prioritise tasks, assign responsibilities and create to-do lists.

TRACK TASKS

Keep an eye on the current status of your tasks at all times. Detect deviations from the plan in clear Kanban boards, reports and cockpits.



Individual software solution adapted to your needs

Each company is unique. Therefore, we want our software to perfectly fit your company and its individual needs. Together with you, we define the necessary configurations and integrate your existing, established solutions into the system.

Use all myPARM functions, or select individual ones – and supplement them with software solutions that have proven themselves in your company.

CONFIGURATION

- ▶ Simple integration into your existing infrastructure through more than 30 standard interfaces
- ▶ Concentration on the essentials by adapting the modules to your needs
- ▶ Data imports e.g. from MS Projekt, Primavera, SAP, Oracle, Jira, Sage, Abacus, etc.
- ▶ Practical data export in common formats, e.g. Excel, PowerPoint, Word, PDF or XML



CUSTOMISING

Individual adaptation of the system to your company

- ▶ Processes and project templates
- ▶ Additional data fields
- ▶ Reports
- ▶ Dashboards

PERSONALISATION

- ▶ Reports
- ▶ Dashboards
- ▶ Favourites
- ▶ Standard comments / text modules
- ▶ Automatic adaptation of processes and input masks



Recording of project costs

Working times, expenses and other costs

Record actual costs of any type for project cost comparisons and documentation of the progress of the project.

RECORDING OF WORKING HOURS AND ABSENCES

- ▶ Mapping of different working time models and calendars
- ▶ Maintenance of time types incl. surcharges

RECORDING OF OTHER COSTS

Record all other costs that arise within the frame of a project, such as material and external costs, also in different currencies.

CONTROL PROJECT COSTS

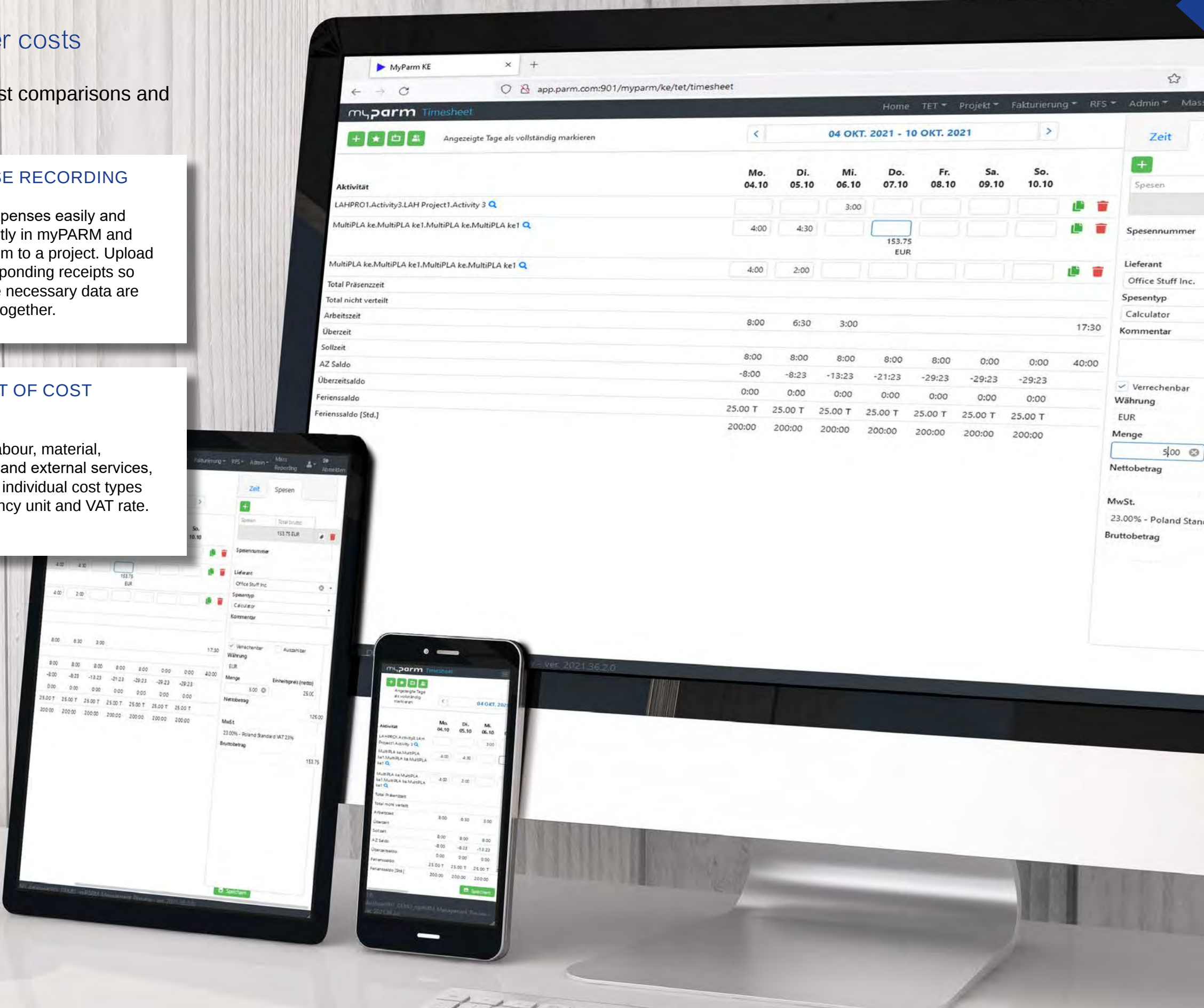
Monitor project costs at project and/or organisational level. This way you are always informed about the financial expenditure of your projects.

EXPENSE RECORDING

Record expenses easily and conveniently in myPARM and assign them to a project. Upload the corresponding receipts so that all the necessary data are gathered together.

DEPOSIT OF COST RATES

For own labour, material, expenses and external services, as well as individual cost types incl. currency unit and VAT rate.



Overview of finances

Up-to-date key figures at all times

Keep an eye on project key figures at all times and everywhere. Control projects throughout their entire duration based on sound data, especially with a focus on finances.

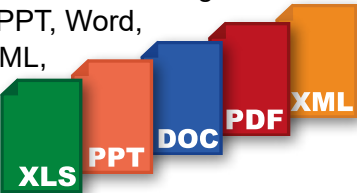
Evaluate project-relevant data, compare target/actual states and view earned value analyses. Monitor project expenditure and income continuously. The interfaces to various financial accounting systems enable the import and export of project-relevant data.

MANAGE INVOICES AND INCOMING PAYMENTS

Create invoices for projects and record incoming payments.

DATA EXPORT

in common formats e. g. Excel, PPT, Word, PDF, XML, etc.

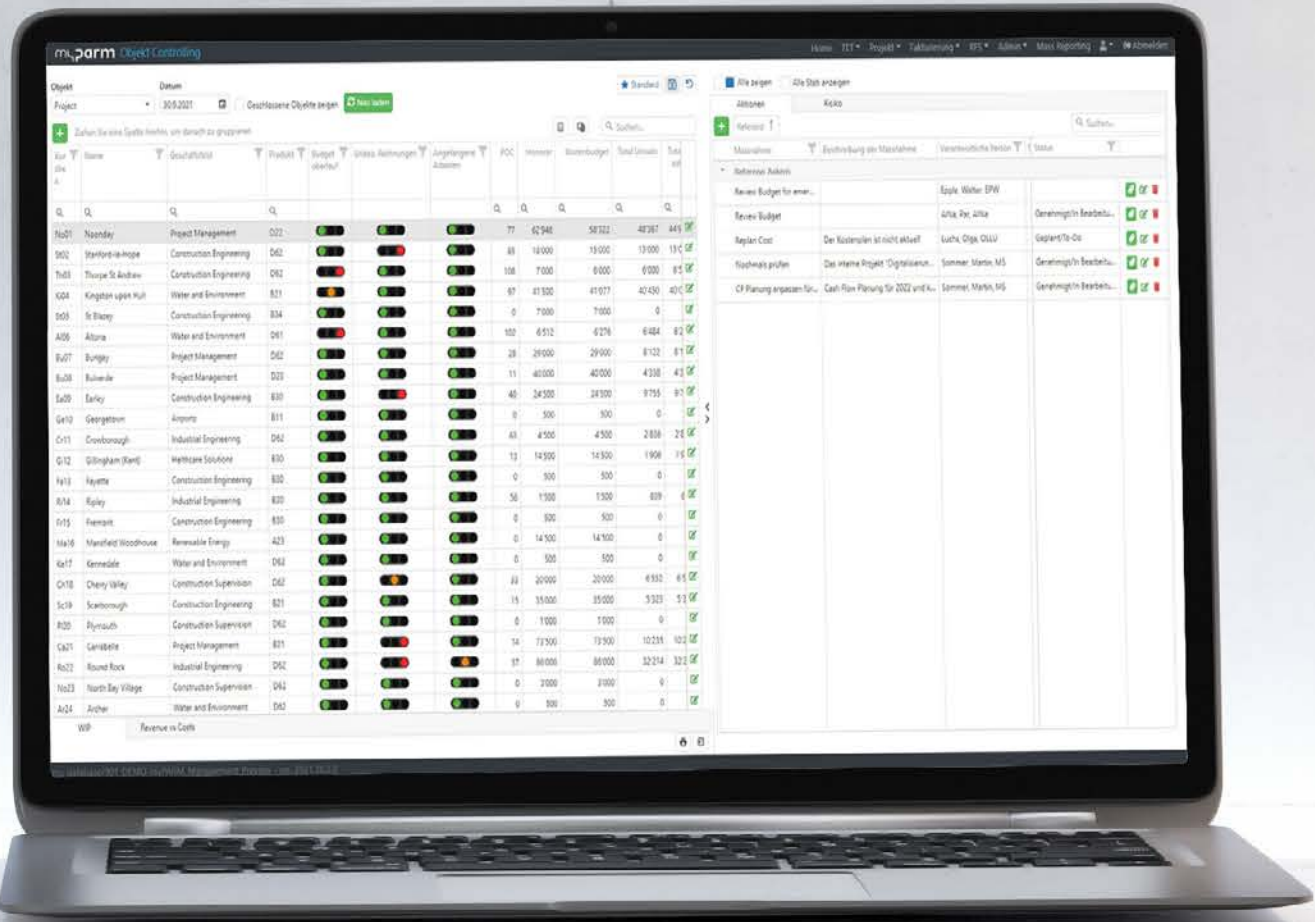


PRECONFIGURED DASHBOARDS AND REPORTS

Enable a quick overview, especially with a focus on the finances of your project.

ANALYSES

- Many different standard analyses are available for project controlling:
- ▶ Budgets
 - ▶ Ad-hoc reporting
 - ▶ Earned Value Analysis



Reports according to your needs
Define your own dashboards and views

Quickly and intuitively create various evaluations in reports and dashboards based on your defined key figures and in the format of your choice.

STANDARD REPORTS

- ▶ Project status
- ▶ Workloads
- ▶ Financial reports

REPORT DESIGNER

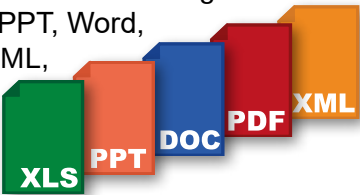
Create your own reports according to your wishes. Adapt the design to your corporate identity and choose which key figures you want to be displayed.

DASHBOARD CONFIGURATOR

for creating your own dashboards and views.

DATA EXPORT

in common formats e. g.
Excel, PPT, Word,
PDF, XML,
etc.



DATA IMPORTS VIA STANDARD INTERFACES

to third-party products, e.g. from Microsoft, SAP, Oracle, Sage, Abacus, Jira.



Create invoices for projects directly and conveniently

Create invoices for projects as you need them and record incoming payments for these invoices. Manage selling rate tables, invoicing plans and contracts. Connect your financial accounting to transfer invoices and payments. Monitor the status in your overview cockpit.

INVOICING

Create invoices the way you need them:

- ▶ according to expenditure
- ▶ lump sum or
- ▶ discount

CREATION OF INVOICES

- ▶ via invoicing plans according to billing frequency and contract duration or
- ▶ direct invoicing

SELLING RATE TABLES OR FEE SCHEDULES

Use of user-definable selling rate tables or fee schedules such as HOAI, SIA, KBOB etc.

CONTRACT MANAGEMENT

Plan, control and document all legally binding agreements of a project. Manage agreements around the creation, completion and processing of a project.

IFRS-COMPLIANT



Your success is our motivation Your needs are our focus

With our myPARM software, we aim to support our customers in achieving sustainable success and a significant competitive advantage. To do this, we focus on their needs and adapt our range of products and services to ensure that our customers are satisfied in the long term.

Clear information:

"The main advantage of myPARM: a project's billing information can all be found in one database. The project overview provides easy data access for project managers. Each user can access their real-time data based on their specific role."

Jaana Anttainen
ISS Group

Easy integration:

"We were looking for a modern project accounting system that should meet our requirements with as few adjustments and extensions as possible. And, of course, data migration was an important issue. myParm best met these requirements."

Matthias Haldimann
CEO Emch+Berger Gruppe

Competent partners:

"The consultants of Parm AG were committed and competent partners at our side. myPARM is exactly the project management system we were looking for. The system can not only take into account the special circumstances of the VGF, but also reflect them."

Merwe Maas and Dirk Dalichau,
Organizational Development & Quality Management
VGF – Verkehrsgesellschaft Frankfurt am Main mbH

Best customer service:

"We are very satisfied with the customer service. Questions/problems are solved competently and promptly at all times."

Leonardo van Straaten, CEO
CONSULAQUA Hamburg

Transparent data:

"By choosing myPARM, we have selected the right product. Today, management gets reliable, up-to-date figures whenever they need them. Recording of working hours for employees is well solved and the IT costs are low."

Bernhard Matter, Member of Management and
Sylvain Joliet, Responsible of Finances & Controlling
CSD Ingenieure AG

Flexible use:

"myPARM is the best solution for us, as it is a web-based solution that can be rolled out internationally, can be used flexibly and that provides an up-to-date and transparent overview of project finances at all times."

Stefan Hosang, CEO
Amberg Engineering AG



Functions of myPARM

General functions	Team member	Project leader	Management
More than 30 standard interfaces	x	x	x
Customisation of the system	x	x	x
Personalisation of dashboards and reports	x	x	x
Data export, e.g. Excel, PPT, Word, PDF, XML, etc.	x	x	x
Standard import from MS Project, Primavera, XML, etc.	x	x	x
Dashboards by role	x	x	x
Preconfigured dashboards and reports	x	x	x
Document management	x	x	x
Risk and opportunity management	x	x	x
Quality management	x	x	x
Project management			
Single project, multi-project and programme management		x	
Process models, methodologies and standards	x	x	x
company-specific	x	x	x
PRINCE2®	x	x	x
PMBOK (PMI)	x	x	x
ICB (IPMA)		x	
Requirements management		x	
Submitting and managing project proposals	x	x	x
Idea management		x	
Use of own project templates		x	
Schedule and cost planning		x	
Sequence planning incl. Gantt, milestone planning, critical path analysis etc.		x	
Resource planning		x	
Analysing dependencies across projects		x	
Kanban boards	x	x	x
Project communication	x	x	x
Task management	x	x	x
Change and supplement management		x	
Project controlling		x	
Invoicing		x	
Project reports		x	x
Portfolio management			
Freely definable scoremaps for strategic evaluation			x
Analysis function			x
Simulation function			x
Prioritisation function			x
Direct initiation of measures and initiatives		x	x
Portfolio and programme dashboards			x
User-definable qualitative and quantitative metrics			x
Display based on BCG matrix			x
Reporting		x	x
Resource management			
Determine resource needs		x	
Allocate resources		x	
Absence planning/approval		x	x
Simulation and optimisation of resource planning		x	
Identify resource conflicts and bottlenecks		x	x
Overview of capacities		x	x
Comparisons		x	x
Plan-actual comparison		x	x
Utilisation of resources / organisational unit			x

Time and expense recording	Team member	Project leader	Management
Mapping of different working time models and calendars	x	x	x
Maintenance of standard comments and text modules	x	x	x
Deposit of cost rates		x	x
Maintenance of time types incl. surcharges			x
Creation of favourites	x	x	x
Recording of working times and absences	x	x	x
Recording of expenses	x	x	x
Recording of other costs	x	x	x
Account at project level and / or organisation level		x	x
Display in table or calendar format	x	x	x
Various reports and analyses in dashboards	x	x	x
Task management			
Enter, describe and schedule tasks	x	x	x
Link tasks		x	x
Define task packages		x	x
Monitor and track task status		x	x
Prioritise tasks		x	x
Assign responsibilities		x	x
Create to-do lists	x	x	x
Report progress	x	x	x
Store documents	x	x	x
Evaluations in Kanban boards, reports, cockpits		x	x
Project controlling			
Manage invoices and incoming payments		x	
Analyse budgets		x	x
Ad-hoc reporting		x	x
Earned value analyses		x	x
Reporting			
Real-time analyses		x	x
Supplement reporting with qualitative assessments		x	x
Manual data entry		x	x
Invoicing			
Creation of invoicing plans		x	
Contract management		x	
Create sales rate tables		x	
Invoicing according to expenditure, lump sum, discount		x	
Invoicing plans or direct invoicing		x	
Sales rate tables / fee schedules		x	
Automatic mass invoicing		x	x
Invoicing across projects		x	
Invoice distribution to several clients		x	
Approval levels		x	x
QR and e-invoices		x	x
Overview cockpit with status monitoring		x	x
Manual entry of incoming payments		x	x
Entry of incoming payments via interfaces to financial accounting systems		x	x

► More information on software.parm.com



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