



7 ways the CCMS in Octave Tempo Operating Procedures sharpens operational performance

EBOOK

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Accuracy, standardization and safety

Authoring a smaller amount of content in a controlled way, and decreasing the chances of common cut-and-paste errors, topic-based authoring in a component content management system (CCMS) increases the accuracy, standardization and safety associated with the content. By reducing overall volume, this approach allows for more thorough review and oversight, further improving content quality and consistency.

This ensures that adoption is easier during the management of change process as reference content is easier to find, use and give feedback on from day one.



Our clients have seen up to a 25% reduction in time to search for training-related materials.

Reduced delivery costs

Single-sourcing allows topic-based content to be combined into different output formats such as HTML, PDF or mobile without additional authoring effort.

An author can write a single topic, which can be used in multiple contexts without having to re-write and ultimately maintain multiple instances of the topic.

This means that lessons learned from one piece of reference material can be easily brought over to other documents on-site or off-site, with one click.

Single sourcing also means there's no need to figure out how to use FTP, databases or folders.

One app lets you do everything you need and export from one contained source.





See up to a 25% improvement in the time it takes for a procedure to go from inception to published (cycle time).

Reduced maintenance costs

When you write a common topic once and reuse it repeatedly, your documentation set becomes smaller and easier to manage with no formatting required. Users can give feedback on the documents they use in the event of an error which triggers to management for review. The review process is tracked and the user will only have access to the most up-to-date copy at any time.



See up to a 95% reduction in the effort associated with ongoing annual content reviews.

Reduced translation costs

Most modern CCMS systems integrate with professional translation centers and translation management software.

Because the content is text-based, centers can receive files for translation during the content development process.

Files can be used to create a translation memory, whereby new revisions of the content are compared to the existing memory, so only the deltas must be translated.



Governance and transparency

In conjunction with a solid content governance model, such as the one integrated into Octave Tempo Operating Procedures (formerly AcceleratorKMS), a CCMS provides the built-in workflows and reporting tools to enable effective content creation and traceability during the content development lifecycle.

You can be sure that content updates were reviewed and approved and that any error in the workflow can be traced to specific user action or a breakdown in the process.



See up to a 50% reduction in the time it takes to create, update and review content.

Digital information tracked, recorded and measured

With content authored and delivered in a digital framework, each interaction with the reference content, training activity, review or revision can be recorded and reported.

This brings the benefit potential associated with the industrial internet of things (IIoT) data collection to the human capital side of operations including analytics, transparency and continuous improvement.



See up to an 87% reduction in content development cost savings.



Simplified system integration

Because content already lives in a structured database and is delivered digitally to various outputs, the content and usage data can be integrated into other platforms and information from other systems can be linked to the CCMS.

Management of users, roles and permissions is also easy. Change, merge or remove a user's role or access to content with just one click, even across multiple worksites and plants.

[Learn more at octave.com](https://octave.com)



About Octave

Octave is a leader in enterprise software, turning data into decisive action and intelligence into your edge. Our software solves for and simplifies complexity, from the design and build to operations and protection of people, property, and assets – for any scope, at any scale. For decades, we've partnered with customers to sharpen performance, elevate efficiency, and amplify results. From factory floors to entire cities, our solutions are tuned to scale up what's possible from day one onward.

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