Pitney Bowes

DFWorks®
Productivity Reporting Module

Production Trend Measurement for Quality Improvement
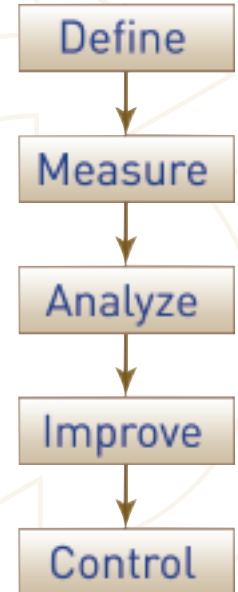
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Measure productivity and quality – and manage it to Six Sigma® standards – with real-time intelligence.

Boosting operational efficiency and productivity is an unyielding goal for most document production managers. Unfortunately, weak links or gaps in processes may be difficult to spot. Without a clear picture of where and when production inefficiencies occur, strategies for improving performance cannot be put in place.

That's why Pitney Bowes developed the Productivity Reporting Module for its DFWorks® suite of intelligent document factory solutions. Productivity Reporting takes the measure of your factory over defined periods of time and turns it into vital intelligence that can help you get the most out of the assets you have in hand.

Define → Measure → Analyze → Improve → Control

Create Easy-to-Use Standards and Scorecards

Assess operator performance using multiple criteria

Use Productivity Reporting in Six Sigma® and other quality improvement initiatives to help you:

- Determine and benchmark productivity by equipment, operator and job type
- Evaluate operator performance
- Maintain running histories to identify production bottlenecks and better anticipate potential delays
- Modify and improve methods based on actionable information
- Continuously monitor production to measure improvement and identify new opportunities

Define all parameters, resources and processes with one system

The DFWorks® system lets you establish a baseline of where your operations are now to help you get where you need to go. Productivity Reporting rolls up data into information that provides a clear view of current performance and direction to operational improvement.

With all of your production parameters in one place, you gain the flexibility to quickly reference your data in a many useful ways.

Measure performance with valuable intelligence

Productivity Reporting automates the process of capturing performance information, converting it to metrics across your facility or enterprise, and generates reports that demonstrate actual performance in revealing detail.

Data collector "hooks" monitor systems, labor and equipment as jobs are processed, with virtually all associated information stored in a robust, integrated Oracle® data base.

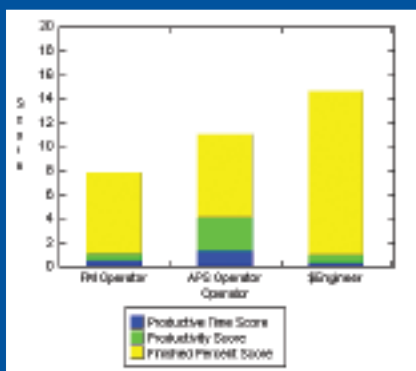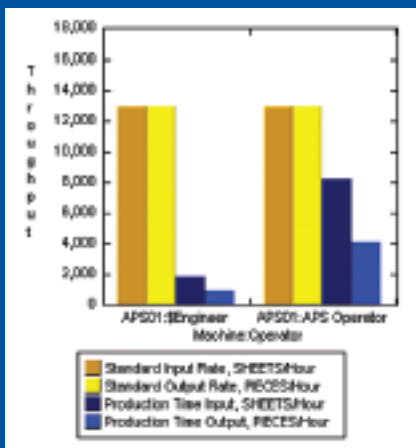Time-specific reports detail key metrics, including:

- Overall performance
- Production
- Throughput
- Performance details
- Benchmarking
- Operator scorecard

Productivity Reporting is available for password-protected online viewing. Broad formatting options, convenient exporting choices and pop-up help menus make Productivity Reporting highly flexible and easy to use.

Analyze results to identify opportunities

Whether you need a high-level summary or an in-depth, highly specific analysis, Productivity Reporting delivers hands-on intelligence designed to make a difference.

Built-in flexibility allows you to:

- Evaluate operator performance utilizing common metrics and scorecards
- Identify inefficiencies by tracking overall performance across your entire production center
- Compare finished output by shift, day or other timeframe to measure effectiveness of operators and equipment
- Spot-measure throughputs per hour to pinpoint "flow busters" and waste
- Benchmark performance by job type, equipment and other measures to give operators accurate production targets
- Evaluate errors in detail to understand the real cause and impact to operations

Improve processes with measurement-based strategies

With DFWorks® Productivity Reporting, you gain valuable intelligence that leads to quantifiable decision-making – from designing and testing possible options to implementing improvement actions.
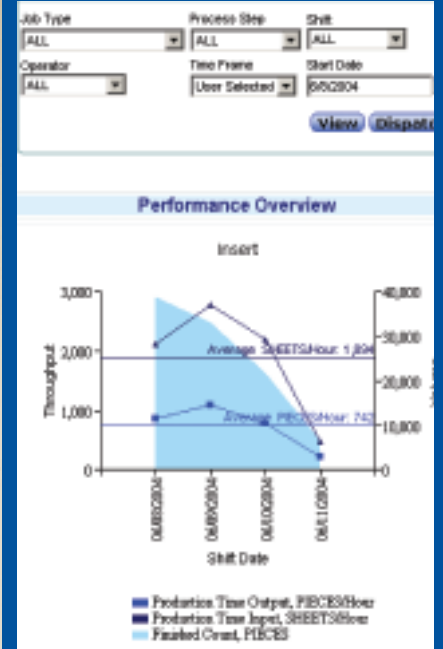
Precision performance histories enable you to:

- Coordinate jobs more effectively to increase end-to-end uptime
- Respond more definitively to corporate quality and cost reduction initiatives
- Match individual skill sets to job types and equipment for higher productivity

Control and monitor for continuous improvement

Once enhancements have been instituted, Productivity Reporting works in real-time to continually monitor the metrics in place and track newly-established systems and processes.

Take quality to the next level with DFWorks® Productivity Reporting from Pitney Bowes.

Capture Vital Statistics on Volume and Throughput

Schedule regular distribution via email
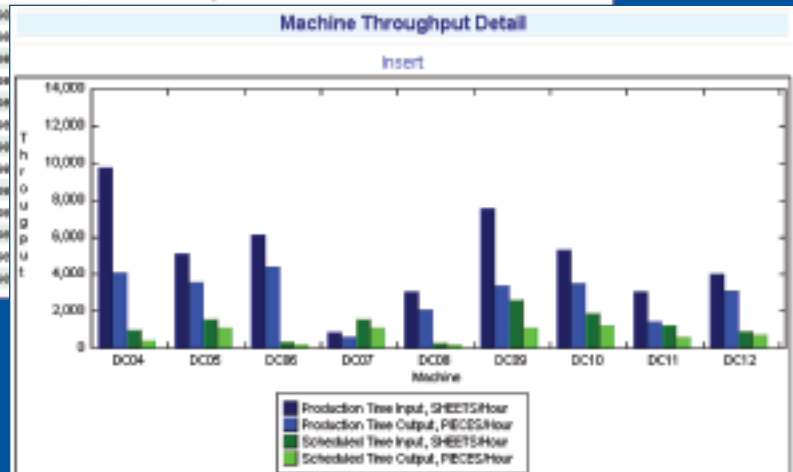
Precise Reporting of Actionable Information

Summarize performance to show alignment with corporate objectives

Establish meaningful system benchmarks

Drill down to identify the root cause of recurrent production delays

DFWorks® Solutions

Productivity Reporting can run independently or be combined with additional modules offered in the DFWorks® suite of intelligent document factory solutions. These DFWorks® modules help businesses:

- **Provide visibility to mail pieces, including contents, to clients and line-of-business stakeholders**
- **Track jobs and workflow to achieve key deliverables, including service-level agreements**
- **Measure and manage productivity and quality to Six Sigma® practices**
- **View real-time mail piece status during production, compare historical information and generate reports**
- **Create reports and graphs on mail finishing equipment and labor**
- **Manage postage accounting, funds used in metering, and postal documentation associated with mailings**

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Engineering the flow of communication™

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Pitney Bowes is an expert in **Engineering the Flow of Communication**™ with end-to-end integrated mail solutions. Our leading-edge hardware, software and services can help you grow revenue, cut costs and strengthen customer loyalty, to drive your long-term profitability.