



Digital transformation of operations

For energy, water, gas and other utilities



Managers are not sure whether all employees:

- Always fulfil their duties
- Report honestly
- Comply with standards
- Are familiar with guidelines

Employees struggle with:

- Different formats and channels of communication (SMS, e-mail, telephone, WhatsApp, different apps etc.)
- A lack of task notifications and prioritisation
- Limited feedback from managers and co-employees
- No easy access to instructions and guidelines



TakeTask is a mobile application used to assign, execute and verify tasks on a large scale in many locations simultaneously.

Managers need:

- A transparent overview of task completion
- Objective verification of completed tasks (GPS location, photo, timestamp)
- Easy and fast setup and distribution of tasks to multiple locations

Employees work is easier thanks to:

- Unified communication via tasks
- Organised and prioritised list of assignments
- Instant and clear feedback from managers and co-employees
- Guidelines and/or trainings linked with tasks

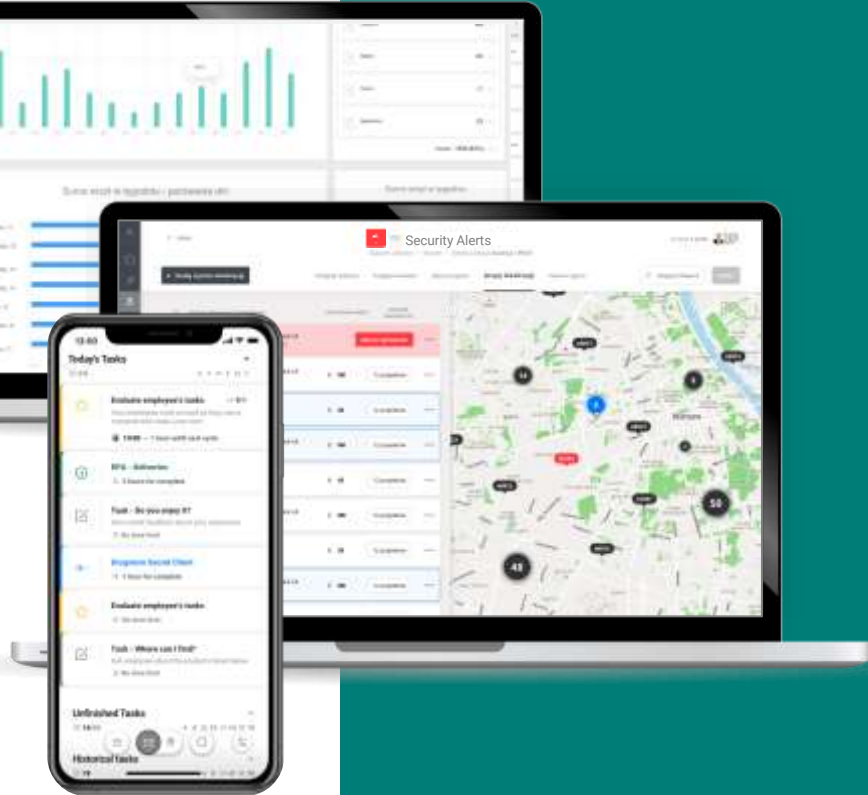


Operations Excellence and Field Force Automation

TakeTask is a mobile app with advanced task management platform that provides:

- Designing, assigning, distribution of tasks
- List of assignments
- Execution confirmation
- Verification of compliance and feedback

Facilitating large scale projects in many locations simultaneously.



Areas we digitise

Fixed assets & equipment management

Support for maintenance & repair

Logistics & stock control

Micro-investments project management

Knowledge base digitalisation

Employee motivation

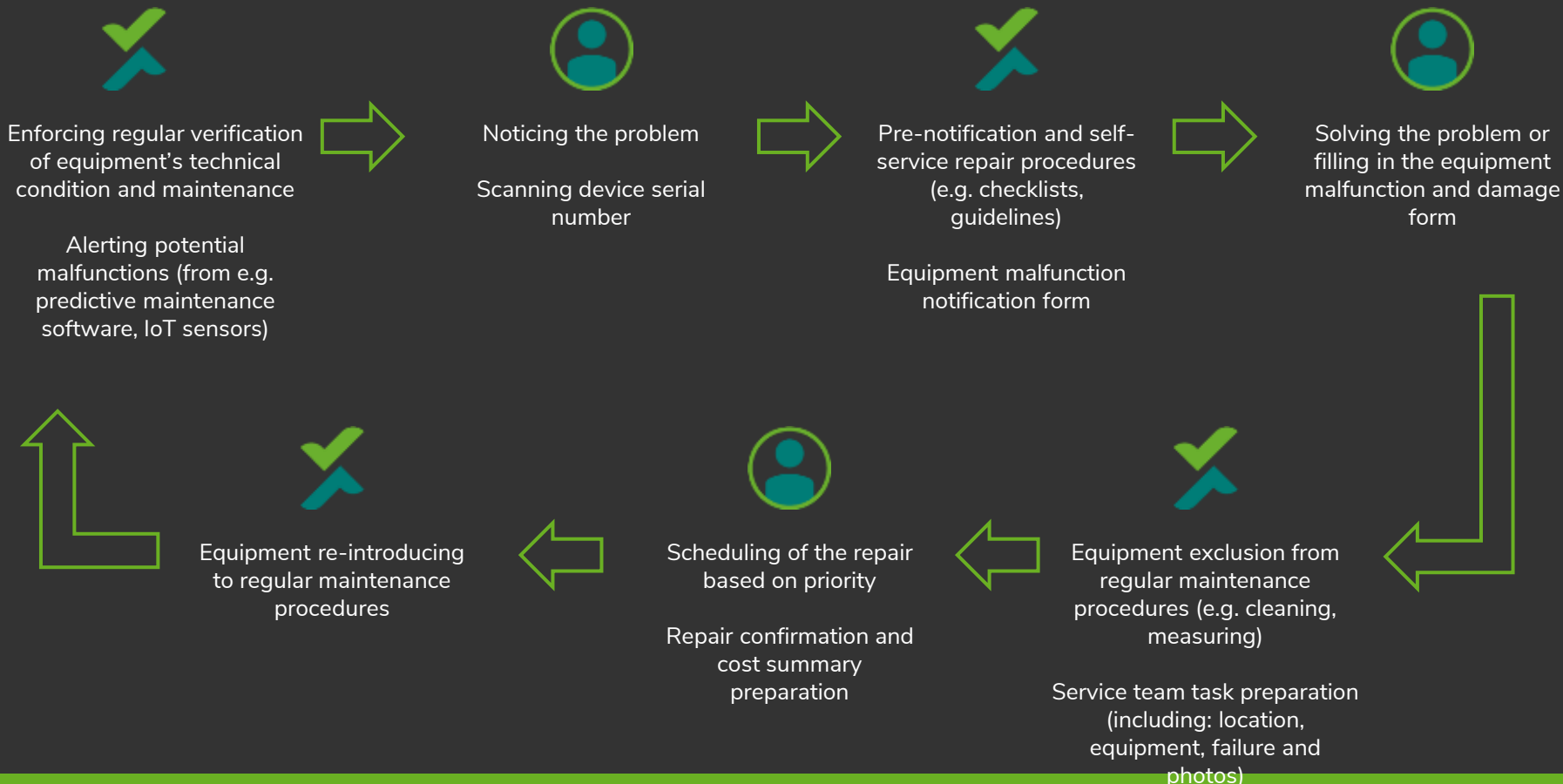
Human Resources (HR)



- Fixed assets inventory
 - Photographic documentation
 - Digitalisation of nameplate data (e.g. using OCR)
 - Determination of condition (e.g. wear & tear, efficiency, value)
 - GPS positioning
- Maintenance scheduling
 - Ad-hoc
 - Recurring
 - Triggered (by predictive maintenance software)
- Access guidelines and instructions provisioning



Support for maintenance & repair



- Confirmation of delivery e.g.:
 - Accordance
 - Quality
- Stocktaking (e.g. multi barcode scanning with Scandit technology)
- Dispensing equipment and materials needed for:
 - Investments
 - Maintenance
 - Repairs
- Integration with in-door positioning and intelligent shelves system
- Facilitating security checks in the warehouse



- Setup of project templates e.g.:
 - Transmission tower construction
 - Connection to utilities
 - Infrastructure modernisation (wiring, plumbing)
 - EV charging station
- Measurement of project's progress:
 - Preview of progress on a single project level
 - Recurring projects status overview
- Comprehensive tool combining:
 - Milestones project management
 - Field force automation



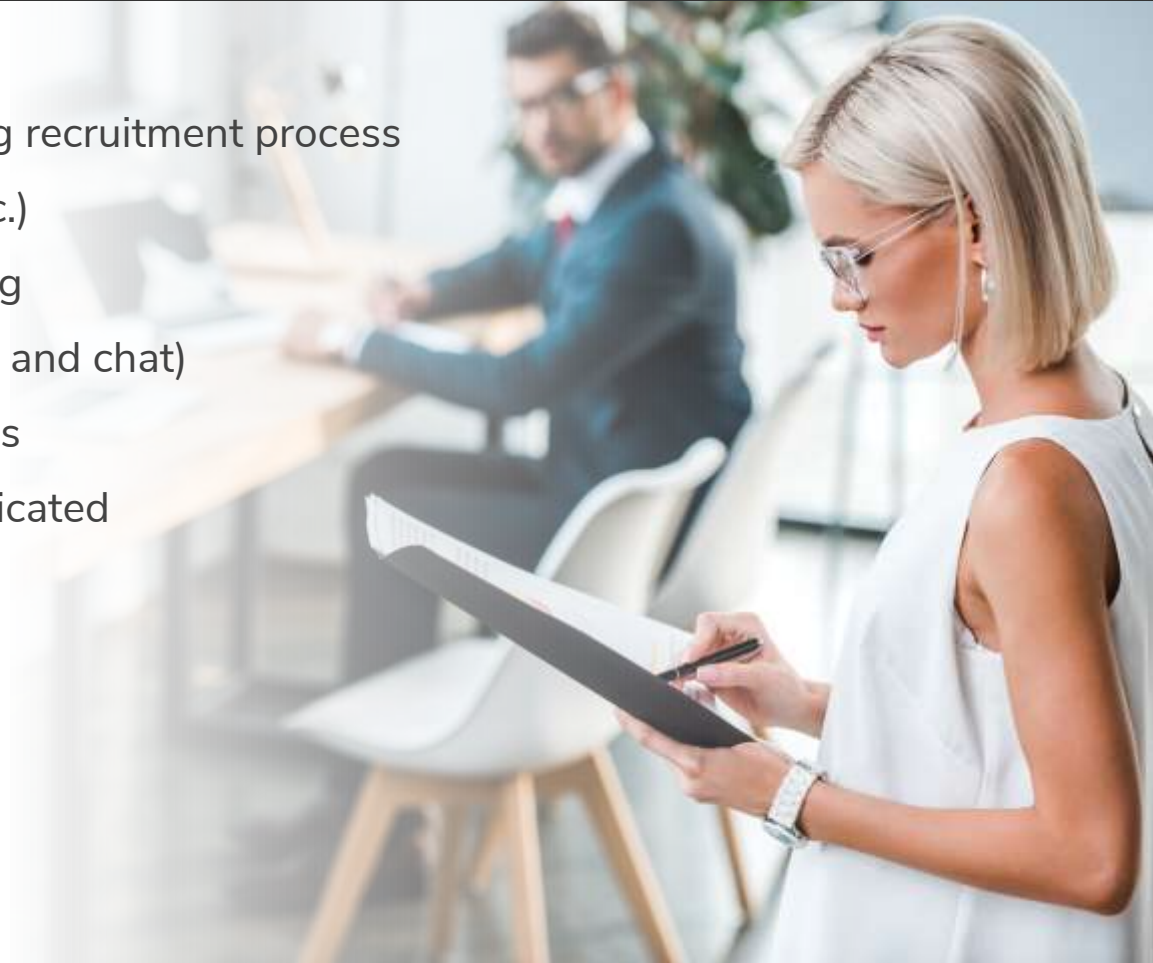
- Providing access to technical instructions and user manuals
- Employees experience exchange facilitation
 - Real-time peer support and sharing of experiences
 - Building and access to best practices database
- Providing access to task-related micro-trainings
- Internal employee innovation programmes management



- Instant implementation of the basic elements of gamification
 - Points for task execution
 - Levels and progress feedback
 - Challenges
 - Leaderboards
 - Access to prize catalogues
- Cash transfers (Bank, PayPal)
- Tax and social security settlements



- Engagement of candidates during recruitment process
- Onboarding (forms, directions etc.)
- E-learning & in-task micro training
- Unified communication (via tasks and chat)
- Employee innovation programmes
- Employer branding (modern, dedicated and branded application)



Challenge:

- Management of repair and maintenance tasks from various sources (predictive maintenance software, IoT sensors, customer reports, periodic inspections)
- Scope and cost of repairs control (materials and spare parts used, time, labour cost)

After implementing TakeTask:

- Tasks from different sources are uploaded to TakeTask automatically and distributed to the indicated teams
- Each task contains a description, location data, a list of materials and tools needed for its execution and provides access to instructions
- The team reports on the start time of the task, documents on the status and performed activities
- Used materials, spare parts and working time are recorded together with as-built documentation (e.g. photos, customer signature)
- Data can be transferred to control systems and clients automatically



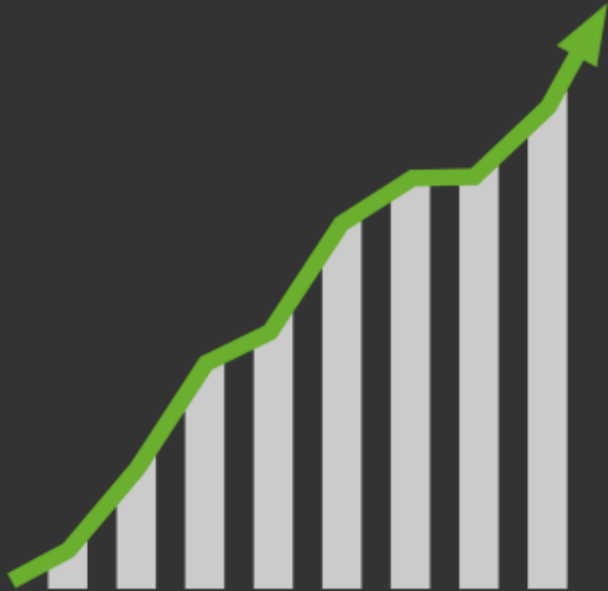
Real life example #2: EV charging station network building

Challenge:

- Lack of an up-to-date, easy-accessible and detailed overview of all running micro-projects
- Parallel use of multiple management and communication tools (Excel, e-mail, phone, paper forms)
- Creating consistent documentation for each repetitive micro-project

After implementing TakeTask:

- Creating a template with milestones and a set of tasks for each project (e.g. preparation of documentation, submission of necessary applications, investment progress reports, launching maintenance procedures)
- Execution of individual tasks is confirmed and documented in the TakeTask system (e.g. photos, document scans, forms with parameters)
- Overview of the progress of all projects (easy access to data).
- Automation of assignment and control of task execution



- **Comprehensiveness** – all-in-one application tailored to many needs
- **Consistency** of operational **standards** in all processes
- Increased **work efficiency** thanks to process optimisation
- **Effective distribution of tasks**, faster and consistent communication
- **Permanent monitoring** of project execution and efficiency of operations
- Higher quality of **client service**

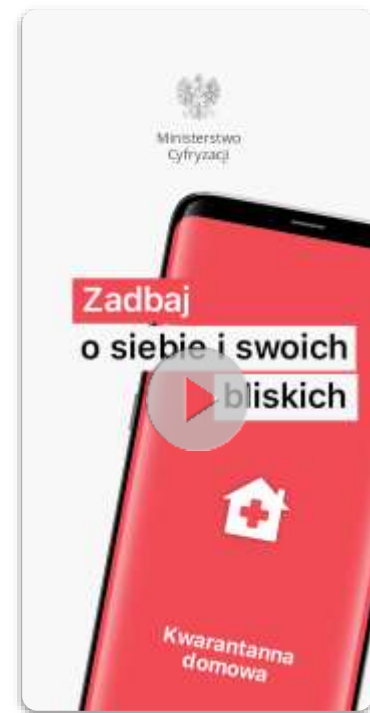
Trusted partner

TakeTask is a technology company with an experienced team, which provides enterprise software that responds to the market need to manage distributed teams, enabling the management, allocation, execution, reporting, verification of tasks consisting of one or more steps on a large scale in multiple locations simultaneously.

Examples of tasks: checking cleanliness, verifying food temperature, product exposure or reporting hardware failures.

When such a need arose, we did not wait, we prepared in record time, the "Home Quarantine" application.

"Fast and efficient implementation of this system is a response to a real social need, built on the experience of the TakeTask team in building scalable safe solutions for large business."



TakeTask competitive advantages



Fast task preparation and distribution

Quality control & fast reporting

Safe environment

Customisation

Modern user experience



- Drag & drop task editor (25 action blocks)
- Google Maps integration
- Locations, equipment and user management tools
 - Categories
 - Tagging
 - Groups
 - External integrations
- Personalised, dynamic content for location and users
- Timing management (one-time, recurring, triggered task)



- GPS location
- Timestamps
- Pictures, videos, sound recordings
- Integrated image recognition
- Signature capture
- Built-in OCR

ABBYY®

- EAN and QR code scanner

Integration with Scandit

SCANDIT



Safe environment

- Microsoft technologies (.Net, Xamarin)
- Dedicated Azure cloud instance
- GDPR ready
- Online and offline mode on mobile application

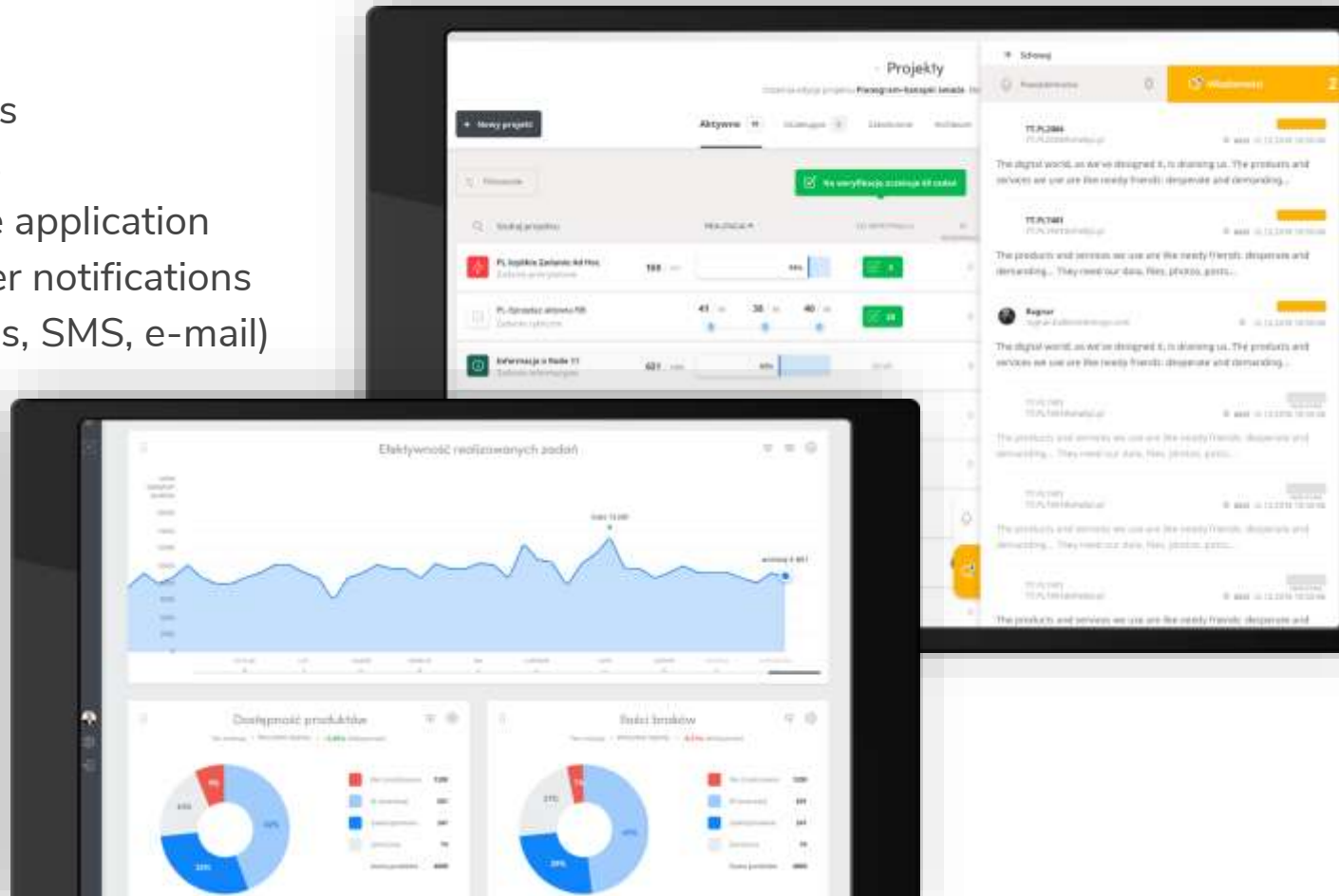


- Integration with system and databases (e.g. via API)
 - Client's
 - Third party
- IoT ready (e.g vibration sensor, water flow meter)
- White label – customer's branding
- Multi-language



Modern user experience

- Intuitive interfaces
- Clear dashboards
- Mobile and online application
- Multi-channel user notifications
(Push notifications, SMS, e-mail)



We enable the testing of our application on your own processes:

- Dedicated Project Manager assistance
- Exemplary processes provided by the client
- Preparation of the first version of digitised tasks
- Fine-tuning of processes
- Possibility of testing the application with clients' employees
- Identifying quick-win areas of implementation



Operational excellence through digitalisation



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