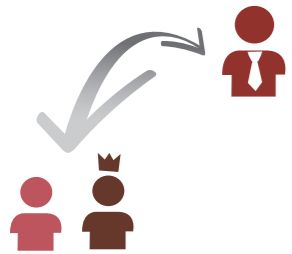




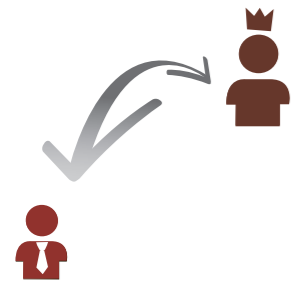
## WORX AT A GLANCE

Manage your language business with our unique portal based solution. LTC Worx provides a client, management and supplier portal which you can adapt easily so that users have access to the information they need – everywhere, anytime:



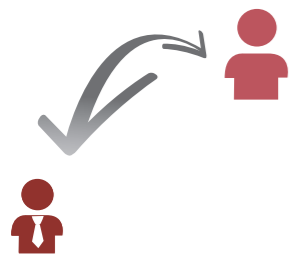
### THE MANAGEMENT PORTAL

provides managers and PMs with everything they need to manage your business's processes effectively. Managing and tracking Requests, Projects and Finances has never been so easy.



### THE CLIENT PORTAL

allows clients to communicate directly with your business through a professional interface. Offer your clients peace of mind, improved control and efficiency with portals that can be embedded into your website.



### THE SUPPLIER PORTAL

allows your suppliers such as translators to access their own profiles, access all relevant task information and files and deliver completed work right inside the portal.



## MAIN ACTIVITIES IN YOUR LTC WORX PORTALS

- Submit requests
- Receive quotes
- Approve quotes
- Receive requests
- Calculate quotes
- Send quotes for approval
- Track request quotes
- Convert request to project

- i** Track projects
- Send updates
- Receive updates
- Receive completed
- Generate projects
- Manage projects
- Allocate resources
- Send purchase orders
- i** Monitor timesheets and bonuses
- i** Monitor request, project, task status
- i** Monitor deadlines and deliveries
- Deliver completed projects

- Update profile
- Update availability
- Receive tasks and files
- i** Track tasks
- Receive and track PO's
- Approve PO's
- Track time spent on tasks
- Deliver completed tasks

- i** Track and close projects
- Invoice client
- Monitor accounts payable
- Monitor accounts receivable
- i** View strategic reports

YOUR SOFTWARE. YOUR RULES.