Web Move Manager

Web Based Personnel & Asset Move Management

The CADapult FM web-based Move Management application automates workflow processes, enabling simple and complex move management automation for requests, approvals, and scheduling of departmental notification and status tracking. Use of a web browser centralizes the request and management process, granting access to move requests, schedules, vacancies, reports, and closed work-order history. Direct integration with the Live View web Floor Plans as well as the related AutoCAD drawings provides accurate graphical representation and reconfiguration of space plans, personnel, furniture, and equipment affected in the move process. In addition, domino move processing is accomplished in one work order with conflict notification to further streamline the workflow process. Create multiple What-If scenarios and easily view future personnel and department assignments.

Move Manager Automated Workflow Process

Request ➡ Approve ➡ Schedule ➡ Notify ➡ Closeout

Automatic Updating of Space Plans

Comprehensive Functionality

- The Search Matrix easily locates employees by name, location, or other criteria.

- Pending Moves are displayed to aid in coordination.

- Point & Click Ease of Use for Personnel and Spaces.

- Single, Multiple, and Domino Move Requests.

- Integrated Conflict Resolution.

- Approval Workflow, Move Scheduling & Departmental Notification.

- Easy Closeout and Editing Capabilities.

- Occupancy & Vacancy Reports, Scheduled Move and History Reports.