



Document Control – ZF TRW

Industry Sector: Automotive

Project Live Since: August 2010

Application: Document control solution for approximately 4,000 (and rising) manufacturing documents and CAD drawings.

Number of users: 200

Benefits: Huge time savings from 200+ users no longer taking excessive time to search for documents previously stored on multiple servers and drives. Massive reduction in risk of users accessing incorrect documents / versions. More control over key processes and significant printing and paper savings.

“Taking setting sheets as an example; under the old system there was the possibility of someone using the incorrect version, thus a potential for making scrap – that cannot happen anymore. Also, machine down-time is greatly reduced because people aren’t hunting around from one folder to another one or trying to find a document manually in a paper system somewhere – in Singlepoint people are finding the right document in seconds.

I can issue a document now and it’s done in about ten minutes as opposed to about one hour. And when you’re issuing maybe a group of four or five documents at a time it was previously a major task – now it’s quick, easy and secure.

The users on the shop-floor have simple view and print access, so they can’t do anything wrong with a document – we’ve told them not to worry about anything because they can’t delete or alter a document accidentally – and that’s made people more comfortable in using it because they know that can’t break it.

The comments from the shop floor users were great. We had people quickly adopting the system for locating documents and they could see the improvements in terms of efficiency and they were great at spreading the word to the other users as to how easy Singlepoint was to use, how quickly they could find documents, how they didn’t miss the old paper based system and the old electronic folders – it was great”.

Stella Wilkes / Senior Quality Engineer / ZF TRW