



WorkZone for Agencies

The easy-to-use intranet / extranet for secure document sharing over the web.

WorkZone organizes your work, speeds decisions, and enhances your relationships through better collaboration.

Enhance your client relationships

Respond faster to client requests. Using WorkZone is like sharing a common filing cabinet. Every time you send a document to your client it becomes part of a working file, with everything organized by project. Your clients have direct access to all the work you've sent them, so you don't have to find anything for them. And this works for you, too. When you need something fast, WorkZone helps you find things more quickly and easily.

Speed the review and approval process. Not only does your work move faster, it's better organized and fully documented. You decide who sees the work and when they see it. Whether it's a planning document, production schedule or creative execution, all comments and approvals are recorded. You have a permanent record of the entire process.

Increase client dependence. The added value of WorkZone becomes one more reason why your client will want to continue working with you. By providing an easy to use, single source of information, WorkZone acts like glue to the relationship and positions your agency as committed to excellence in client service.

Take more control of your client management

Give everyone, or just someone, a view of your files. WorkZone allows you to choose who has access to a file. You can use the lock function when you want to restrict viewing, or when your client requests that you limit distribution. When broader distribution is desired, simply unlock the files for the additional users.

Know precisely when work was posted and who reviewed it. A visit to the log reports allows you to see all the activity in your client's WorkZone, among both agency staff and clients. And if you're the agency administrator, you have access to a record of all WorkZone activity throughout the agency.

Get a complete record of what everyone said, and when they said it. The feed back function not only reports comments, it also records them. WorkZone provides documented support for all your contact reports and post-project billing reviews.

Reduce non-billable time and increase your agency income

Spend less time in client administration. WorkZone eliminates a major step in the administration of your work. It allows you to file documents at the same time you send them to your client. And by having everything at your fingertips, all organized on one page, you spend less time sorting through various iterations. Plus, the WorkZone archive offers you immediate access to past work. Everything is organized by date and title, quickly accessible using the search function.

Eliminate unnecessary client meetings. Using WorkZone allows clients to serve themselves on minor matters that really don't require a meeting or phone call. You save travel and phone time and the project moves faster. And by checking the logs, you can monitor your client's activity in WorkZone.

Speed internal agency review. Not only can you save time working with clients, WorkZone is also an intranet for sharing work inside the agency. And, because everything starts in WorkZone, it's ready to go to the client once the internal review is complete. All in one folder, all in one place.

Add a powerful differentiator for new business

Demonstrate a unique commitment to efficient client service. Showing WorkZone capabilities in a presentation, or describing them in a RFP, can make the difference in winning new business. WorkZone has a very tangible – and powerful - benefit to the prospect: it makes THEIR life easier.

Show your prospective clients the work you didn't bring to the presentation. Ever been in a presentation and the perfect example of your capabilities was back at the agency? WorkZone allows you to access the work while in the meeting, without breaking your stride. A very powerful demonstration of your resourcefulness.

Brand WorkZone as your own. And your client's. Use your logo, your client's logo, and your agency colors and typefaces to extend your agency brand, and embrace your client's. After all, WorkZone is simply an extension of your agency capabilities. It belongs to you.

Make partners and vendors part of the team

Invite everybody in. WorkZone permits agency partners and vendors (free-lancers, printers, media providers, etc.) to use a single platform for agency communication and review of work. With your permission, it permits vendors to communicate directly with clients in an environment controlled by the agency.

Implement and use WorkZone with no IT support

Designed specifically for agencies, WorkZone requires no IT support for implementation, adding content, or creating users. You get all the power of a collaboration extranet software solution, with no software to install or maintain. It's so easy to use that you can do it yourself, and maintenance and upgrades are provided at no charge by WorkZone.

Hosted on the web, WorkZone will not interfere with the systems already in place. It works on its own, and if there ever is a problem, immediate help is an e-mail or phone call away, directly from the people who know WorkZone best.

WorkZone Security

Your work, and your client's work, is protected by 128-bit financial-grade encryption. This provides substantially more security than email, and shows your clients the importance you place on protecting their intellectual assets. When user IDs and passwords are entered they are encrypted as they travel across the internet, so they cannot be intercepted. Likewise, the entire site is encrypted, so documents and internal data are protected.

See WorkZone in action

To schedule a personal on-line demonstration, visit www.myworkzone.com e-mail us at sales@trichys.com , or give us a call at 1-800-WORKZONE (1-800-5966), or 610-828-2877.

We look forward to hearing from you.

