



Perspective of the Contract Manager

Upside Software offers significant value for organizations of all sizes and in all industries. UpsideContract enables effective contract management with a solution that supports regulatory compliance while entrenching effective business processes that provide immediate and lasting value. Our other products compliment UpsideContract extending its value into other functional areas further driving a fast ROI and continual value. The user configurable user interface in Version 4, along with the deep Office 2003 integration remove user adoption issues to ensure a fast ROI.

Contract Manager's Business Needs

- A clear view of all contracts and related commitments, activities and invoicing/billing, with special attention to those that are sensitive and/or high-profile.
- Optimized contract management processes, from developing RFX to contract renewals, to minimize turn-around time and costs.
- Automated tracking and notification of renewals, contract deliverables, scheduled reviews, performance metrics, compliance issues, etc.
- Automated and efficient workflow – involve the proper people at the proper time.
- Enforce company policies and procedures and the use of standard, approved contract templates, exhibits, sections and clauses.
- Maintain a full audit trail of on-line and off-line negotiations with the appropriate red-lining, including the ability to compare any two versions with redlined changes.
- A clear picture of project and work order activity, performance, deliverables and financial transactions related to contracts.
- Maintain central control while providing flexibility to allow business unit autonomy.
- Ability to operate globally, using localized languages and currency.
- Ensure compliance with regulations like SOX, SAB 101, HIPAA, etc.

Business Solutions to Support the Contract Manager

Upside Software offers a fully integrated product suite that includes:

UpsideContract is an enterprise-class contract management solution that provides full life-cycle contract management functionality including collaborative contract creation and negotiation, performance, compliance and risk management, event management, and amendment and renewal processing.

UpsideContract-LITE is the solution of choice for organizations wishing to start with a simple solution and grow it as their needs require, or for smaller organizations where an enterprise-class system is not required.

UpsideForms provides organizations the ability to capture very detailed information on custom, definable forms and utilize this information to make solid business decisions and calculations, as well as to perform analysis to ensure compliance and enforce accuracy.

UpsideRFX manages sourcing and procurement activities, facilitating collaborative creation and management of complex RFX (RFP, RFQ, RFI, etc.) documents and related processes with functionality that supports both the purchaser and vendor communities.

UpsideBilling automates QA and processing of invoices and bills, incoming and outgoing by applying business rules to identify errors and exceptions and to dynamically determine the workflow required to address them.

Sarbanes-Oxley Act

The Sarbanes-Oxley Act of 2002 (SOX) is a hot topic for companies and their executives. To help become and stay compliant with SOX requirements, organizations are leveraging contract management systems to effectively manage and report on their business relationships and activities.



About Upside Software

Features for the Contract Manager

- Single source for management of business relationships: end-to-end procurement, contract, activity and invoice/billing management.
- Risk identification and management.
- Performance management.
- Compliance tracking and management – ensure compliance to SOX, SAB 101, HIPAA, etc.
- Extensive financial controls – automated invoice processing, budgeting and forecasting, reporting, etc.
- Advanced business rules engine and dynamic workflow determination and management.
- Extensive flexibility to support any business process.
- Automated event management with electronic notification.
- Very strong security based on role, organization and financial authority.
- Full multilingual (Unicode) support.
- Web based for quick deployment and improved accessibility.
- Full and easy integration with any other system including ERP, SRM, CRM, legacy, etc.
- Fast ROI – often less than 90 days.

Business Benefits for the Contract Manager

- Increases visibility and accessibility of contracts, commitments and activities across.
- Provides savings of up to 80% on processing and management costs.
- Automatically tracks events and notifies the proper people at the proper time.
- Ensures company policies and procedures are followed.
- Maintains a full audit log and change history with the ability to compare versions.
- Helps ensure compliance with regulations (e.g. SAB 101, SOX, HIPAA, etc.).
- Improves relationships with all stakeholders – employees, customers, suppliers, etc.
- Enables central control with flexibility to support diverse business processes, currencies and languages.
- Contributes to the bottom-line quickly – up and running in 3 to 40 days.
- Provides a significant return on investment – typically in less than 90 days.

Upside Software is the worldwide leader in Contract Lifecycle Management (CLM) solutions. Customers around the globe use Upside Software's suite of products to confidently perform Contract Management, Sourcing & Procurement, and Invoice & Billing management activities throughout their organizations.

Upside Software's products address the needs of Enterprise (e.g. Fortune 500, Global 2000), Public sector (Federal, State / Provincial, Municipal and Health Care), and Small & Medium Enterprise (SME) customers. Customers realize significant cost savings while improving customer and supplier relationships. Upside Software's solutions are deployed in as little as 3 days and typically provide a full return-on-investment (ROI) in under a year.

Founded in 2000, Upside Software is a profitable, rapidly growing software company with an advanced, yet mature, and comprehensive product suite. The company has extensive experience delivering real value to customers of every size and in most industry verticals.



For more information about **Upside Software** visit www.upsidesoft.com.

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