



Kamal Engineering Sdn Bhd

Nature of Business: Construction, Interior, Mechanical & Electrical Services

- Background: Kamal Engineering Sdn. Bhd. started business as a Construction and Engineering company incorporated on 1st December 1999. The company grows at a steady pace, started with small awarded contract and now spearheading for medium and large-scale contract.

Q1: What was the problems you faced before using desknet's NEO?

A1: Firstly, we did not have a centralized file sharing system. Data will only be shared upon request. So, did not know who have the latest updated file and loss of data happens. We tried to keep the hard copy of data to prevent the loss of data, but the hard copy of data piling up and becoming hard to manage in the end. We have many project sites which make it difficult to share files and documents to staff in each project sites.

Secondly, there are many paper-based works involved in the company daily operations. Approval applications such as leave application was in paper based. Definitely, it was difficult to share and store the paper-based works.

Q2: What was the reasons to start using desknet's NEO?

A2: The company's direction is to go to paperless office. We wanted to solve current issues (as mentioned above), especially to solve the problems related to the file sharing.

Desknet's NEO has many features in a place. Not only can solve the current issues, but it can enhanced current work flows and systems. The price is also reasonable.

Q3: What is the biggest impact felt after using desknet's NEO?

A3: Sharing information became more effective. It is easy to share files and documents between staff in HQ and project sites. Our staff in project sites can easily submit reports to HQ and HQ can also easily share information to staff in project sites.

Regarding the Centralized system, from sharing information, communication to reporting, most of works are being done in one place. It is easy to find information and reports when needed, as all records recorded. Approval from HQ is easy to get

POINTS !

1. Desknet's NEO solve the problems related to the file sharing.
2. Desknet's NEO can enhanced current work flows and systems.
3. Approval from HQ is easy to get with Workflow

with Workflow. Previously if a staff wants to apply for leave, the staff required to submit by paper and it may take few weeks for approval. But, with desknet's NEO, it take only few days.

Utilized Functions



Document Management – all the required documents are being stored and staff from HQ and site projects can save and check required document anytime. Can check from smartphones.



Workflow – all applications that require approvals are being done with Workflow. Smooth approval steps, easy to track the approval status and staff can just apply and approve from smartphone.



Circulation / Report – previously, reports are being done by WhatsApp and email. Lack of information in the reports, difficult to manage and compile. We practice daily report for all staff and created the template for each project team and departments. So the staff just choose their template, and just fill in the blanks, check boxes etc. Easy for management to check and trace the record of each projects and easy to search previous reports with search feature.



Portal – important news, company updates such as SOP are being shared in Portal. More reachable to staff because Portal is the screen they see everyday. Birthday, staff leave on the day are also shared on Portal.



Schedule & Facility Reservation – check each staff calendar in HQ and project sites. Easy to manage meeting room bookings. Previously, reservation of meetings room is done manually, first come first serve basis.



Minutes – Manage minutes of each meetings and easy to track, check & share minutes.

Address Book – store all company contacts.