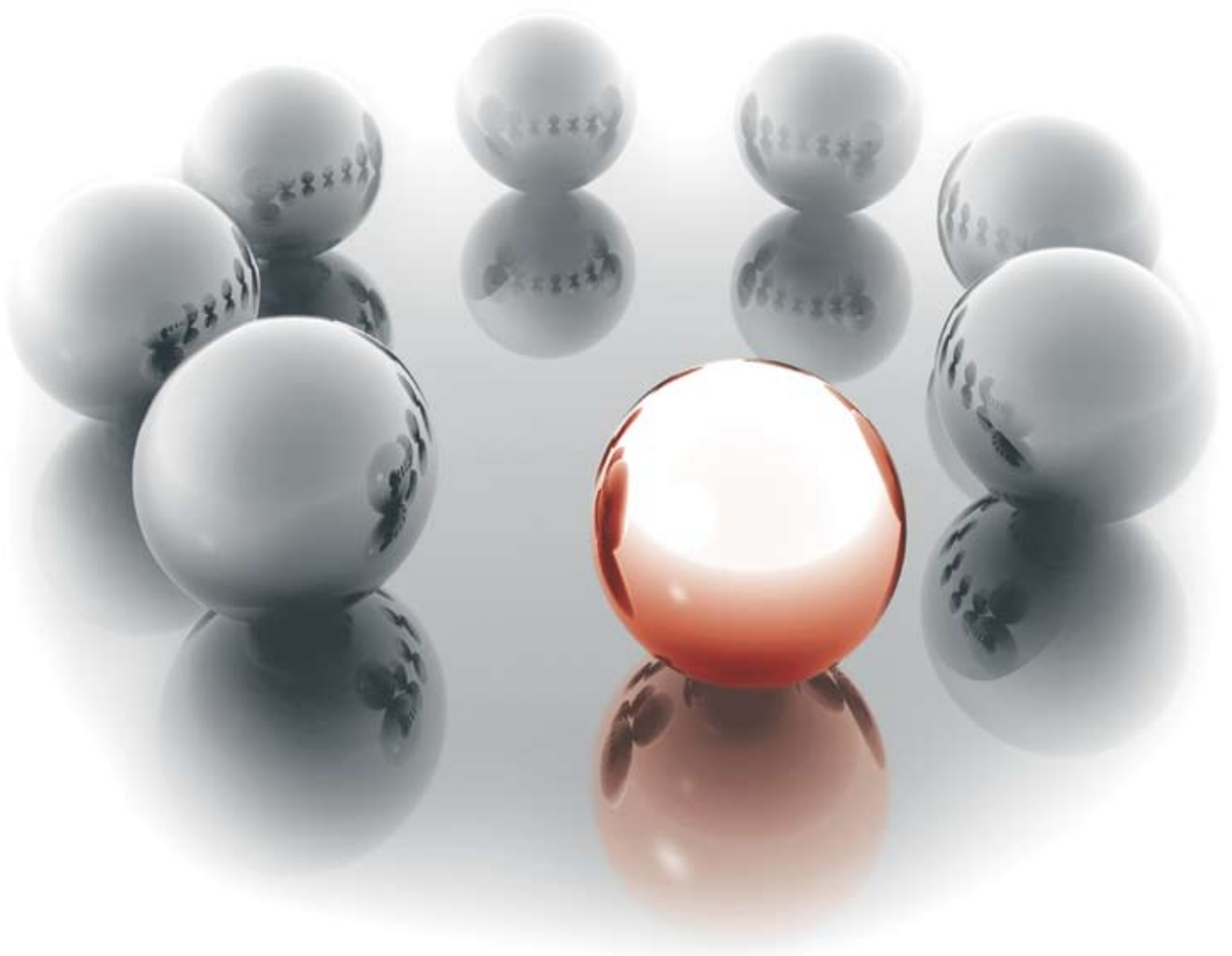


Be Unique



The web-based information system for the language industry that adapts to your business processes.

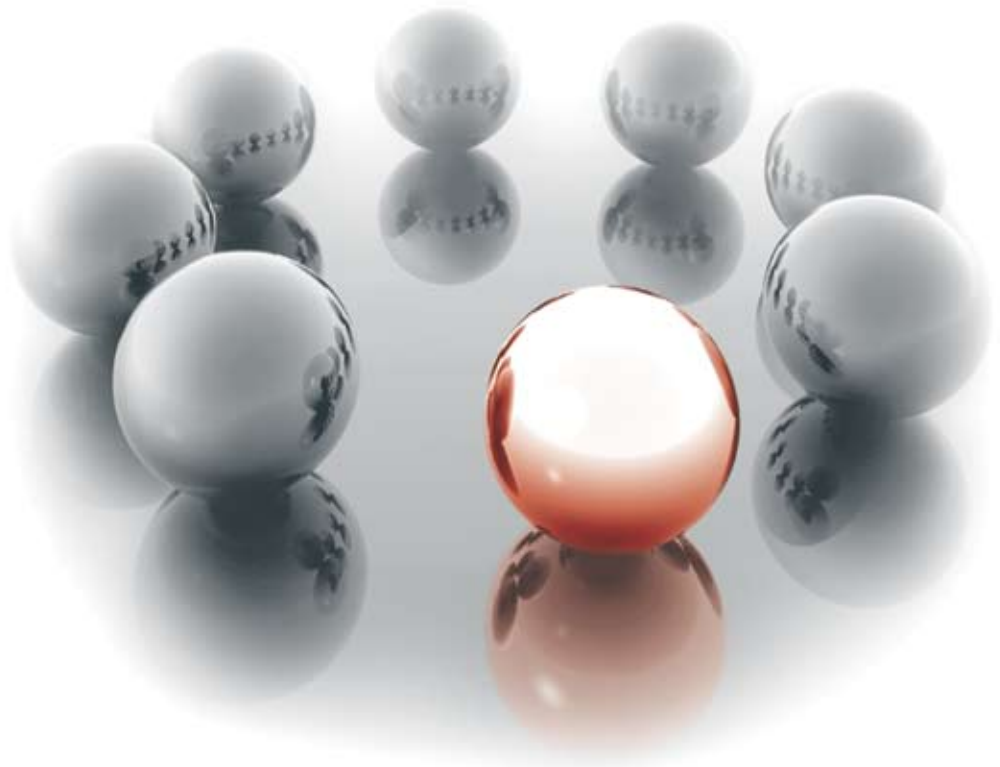


Be Unique

We create software that supports, optimises, and automates your unique way of working.

At **LTC** we know that all corporate language service departments and language service providers (LSPs) are unique with regards to internal workflows, the types of service they provide and, of course, the languages they offer. We understand that every such unit must therefore be able to configure a 'toolbox' of software applications that fits its activities exactly.

That is why we create powerful, flexible business systems that collaborate with your existing internal systems, including any combination of linguistic tools.





LTC Worx

LTC Worx is a brand new web-based business system for the language industry. It is the result of a decade of research as well as experience in developing and implementing business systems for the language industry across the world.

LTC Worx takes care of the entire business side of your multilingual operations. It increases productivity by managing your entire workflow, from the initial quote request to the final stage of invoicing.

LTC Worx...

... increases productivity

Our users have reported an increase in productivity of up to 200%. This means an average return on investment (ROI) of only 2 – 6 months.

... is scalable and adaptable

LTC Worx adapts to your processes and is flexible enough to change and grow with you. With LTC Worx you do not have to sacrifice your tried and tested processes when implementing a business system.

... manages all your language projects

Whether you localise, interpret, translate, publish, teach or consult, or do a bit of everything – LTC Worx can handle it thanks to project-type specific workflows.

... allows you to automate what you can and control what you need

LTC Worx puts you in charge: you decide which steps in your processes need to be controlled and which can be automated. Now you can speed up your processes without compromise.

LTC Worx at a glance



Access anywhere, anytime

LTC Worx is completely web-based. You can access it from anywhere, anytime, independent of which operating system and browser you are using.

Fits right in

LTC Worx is extremely flexible. The software can adapt to manage your internal processes. Thanks to its API, it can collaborate with any other tools you are using.

Use with ease

LTC Worx can be set up so that users only have access to information relevant to them. It also allows all users to customise their workspace individually. LTC Worx has also undergone thorough professional usability testing.

Collaborate effectively

All players log in to the same web portal to access information that is relevant to them. LTC Worx uses the latest security technology. This means complete peace of mind for you.

Create quotations quickly

Thanks to LTC Worx you can create quotes or complete those requested by your client online in moments. Once a quote has been accepted, a project can be generated from it at the click of a button.

Manage your projects efficiently

LTC Worx manages all your multilingual projects – from simple ones to the most complex. You choose or create the right workflow for each project, allocate resources to your jobs, set deadlines and you're ready to go!



Manage your documents

LTC Worx offers comprehensive document management. Its check-out and check-in, versioning and roll back features mean you have full control over all documents relevant to your project at all times.

Stay in control of your finances

Staying on top of your finances is easy with LTC Worx. Get an instant overview of balances and outstanding payments from your clients and POs and invoices from your suppliers. Easily manage as many price lists and currencies as you require.

Know the status of your business

With LTC Worx you always know the status of your business. All information stored in the system can be used to create instant management and financial summaries as well as statistical and graphical reports.

Manage multiple sites

LTC Worx offers comprehensive features to enhance collaboration between sites for multisite operations. LTC Worx can manage different currencies, time zones and invoicing requirements. Resources and projects can be moved and shared between sites effortlessly.

Also, managers can retrieve detailed reports for each individual site as well as for the whole operation as all the data for all the sites is held in one place.

Support & Training

The LTC Support Package

At LTC our customer base is our most valued asset. That is why we implemented the LTC Excellence System, which is based on our philosophy of making customers our top priority. We want you to get the most out of our products and have a positive experience when dealing with LTC. We are committed to providing the highest level of support to all our customers, at all times. Our experienced team of support engineers is at the ready to solve any technical issues, which you may experience.

Our promise:

- **Timely responses:** We will respond to all queries within 24 hours.
- **You know what to expect:** We have clearly defined procedures for our support, which means that you always know what to expect.
- **Personal service:** Moreover, you can turn to your personal account manager, who will assess your case and chase up your query on your behalf.

Online resources

The LTC Support Package provides an extensive variety of online support tools. Once you log on, you will have access to our FAQs and manuals, as well as support and training request forms that will be sent directly to your personal account manager.



Why training?

We want you to get the most out of LTC Worx. It is a comprehensive business system that covers the whole business side of all multilingual projects. When used properly and to its full potential it can increase your productivity and significantly cut down the time you spend on many administrative tasks. Sufficient training will allow you to get the most out of LTC Worx right from the start. We offer a number of training options:

- **LTC University**

To give you a chance to learn more about LTC Worx in your own time and at your own pace we have set up the 'LTC University' on our website. It is a free service for all our LTC Worx customers. On the site you will find FAQs, as well as manuals, shockwave videos on everything from basic usage to expert tips.

- **Webinars**

Webinars are perfect for users who want a convenient refresher course on a particular subject or feature and for those who feel confident with the software and want to learn more tips and tricks. Simply book an appointment with one of our consultants who will discuss your training goals with you beforehand. All you need is an internet connection and a phone line.

- **On-site training**

Our consultants are also happy to come to your premises to provide training for groups or on a one-to-one basis. This will typically be arranged to train your workforce before you launch LTC Worx. However, we are also happy to run refresher courses or courses on specific subjects to help you get the most out of LTC Worx.

www.ltc-worx.com

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