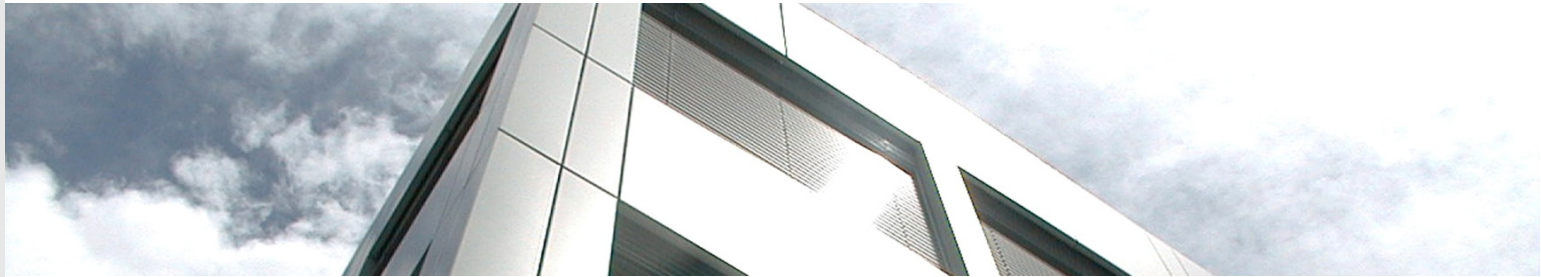


# TANNER Vietnam Ltd.

## Passion for Precision



## TANNER Service Portfolio

## TANNER AG makes technology coherent!

- Founded in 1984
- Over 200 employees in Germany and worldwide
- Almost 700 customers and more than 10,000 projects
- 30 years of experience in
  - Documentation of technical products
  - Marketing of technical products
  - Management of documents with technical contents
  - Training information for technical products
  - Automation of information processes
- Microsoft Certified Gold Partner
- Won the Quality Award 2008 from the state of Bavaria in Germany
- Won the prestigious award of "Employee Champion of Germany 2012" by the German Society for Quality (DGQ)



## TANNER offices and branches

- 
- Lindau/Germany - Headquarter
  - Ho Chi Minh City (Vietnam)
  - Berlin
  - Graben-Neudorf
  - Erlangen
  - Hamburg
  - Paderborn
  - Reutlingen
  - Düsseldorf
  - Genova (Italy)

## TANNER Vietnam

### Passion for Precision

- Founded at the end of 2004
- 27 qualified:
  - Software/ iOS/ Android Application Developers
  - IT Engineers
  - Technical Editors
  - Translation Management Officers
  - Engineers in System Integration, Database Development, Website Development, Technical Marketing

## Our portfolio



Translation Management Service

Automation & System Integration

iOS/ Android Application Development

Standard Operating Procedures – SOP Solution for Vietnam

## Our valued customers



## Our valued customers



**BOSCH**  
Invented for life



**HÄFELE**



**SIEMENS**



## Translation Management Service

### ■ Managing Translation Projects

- In many technical fields
- In multi-languages
- In various formats
  - Word, Excel,
  - Power Point,
  - JPG, PDF, AutoCAD,
  - HTML, SGML, XML, SVG,
  - Others

with High Quality Assurance Management



## Translation Management Service

- High quality translation outcomes
  - Accurate
  - Comprehensive
- Cross-language standardized terminology
- Time saving & work-load reduction
- On-time delivery
- Flexible pricing to meet your budget

## Automation & Integration Services for you and your customers

- Software development (Automation Solutions)
  - Content Management System (CMS)
  - Business Management System (BMS)
  
- Web engineering
  - Web-based applications
  
- Mobile Applications in iOS and Android
  
- Technology consultancy

## Standard Operating Procedures (SOP)

### ■ What is SOP?

- A uniform system for developing, maintaining and providing access to procedural documents (policies, procedures, directives, standards, manuals and guidelines)

### ■ General Benefits:

- A uniform guideline and framework for management
- A tool to maintain consistent quality of outcomes


## Standard Operating Procedures (SOP)

### ■ Specific Benefits:

#### ■ For an existing company:

- Provide significant work-performance improvements
- Create a clear & organized system to seize control of work-frame
- Effective communication tool contributing to work-understanding and satisfaction

#### ■ For a start-up company:

- Speed up the process of company establishment
- Encourage the company to focus on their core business
- Defined forms and processes that are understandable to everyone  encourage multi-tasking

## Standard Operating Procedures (SOP)

### ■ Services

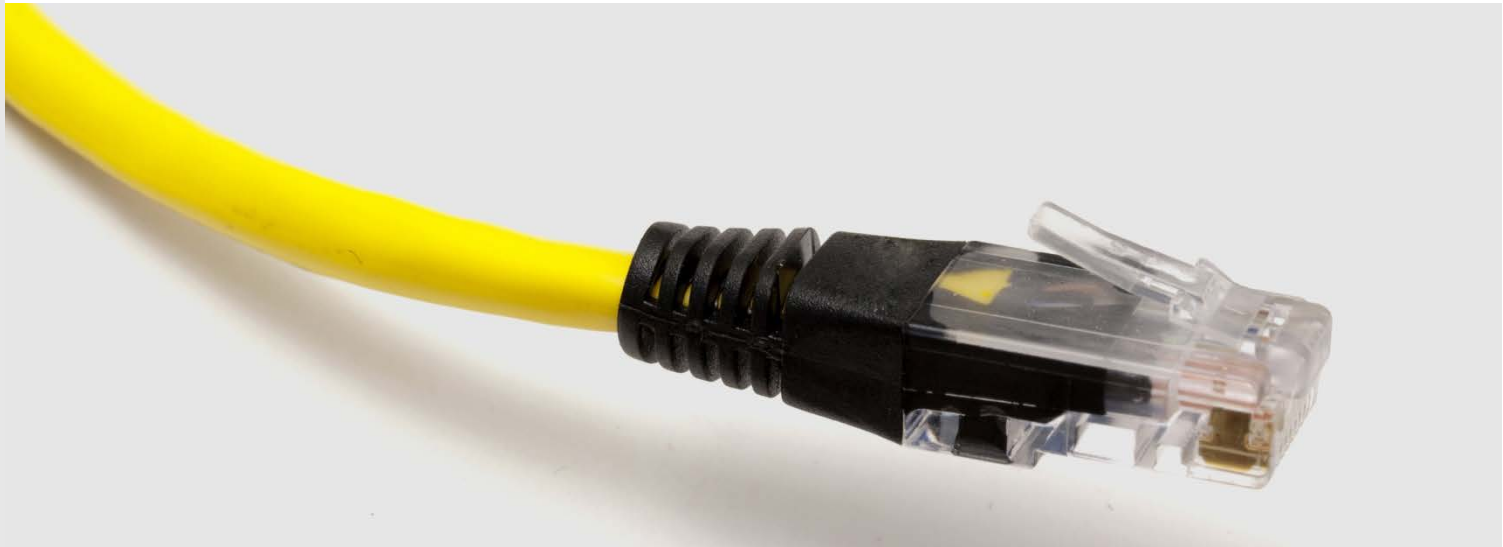
- Software
- Training
- Consultancy in:
  - Administration
  - Human Resources
  - Finance and Accounting
  - IT & System Administration
  
- Updating SOP accordingly to:
  - Vietnamese Laws
  - ISO 9001-2008
- Customization of content and layout (content, languages, layout, logo...)

*Thank you for your attention.*

## **TANNER Vietnam Ltd.**

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