




Welcome to Phundex

October 2021



WHAT IS PHUNDEX?



Phundex is a centralised collaboration, transaction, process and data management hub, accessible by all of your stakeholders across the investment lifecycle but permissioned just the way you want. Think of Phundex as a combination of Trello, a due diligence/data room and a document signing facility, all on one platform.

Your processes and transactions can be configured using our pathways, stages and tasks, all linked to the relevant data and documents for your particular use. You can invite internal and external team members to work on these together on the platform.

You determine user, data and document permissions, while version control, audit history and real time status dashboards are standard features.

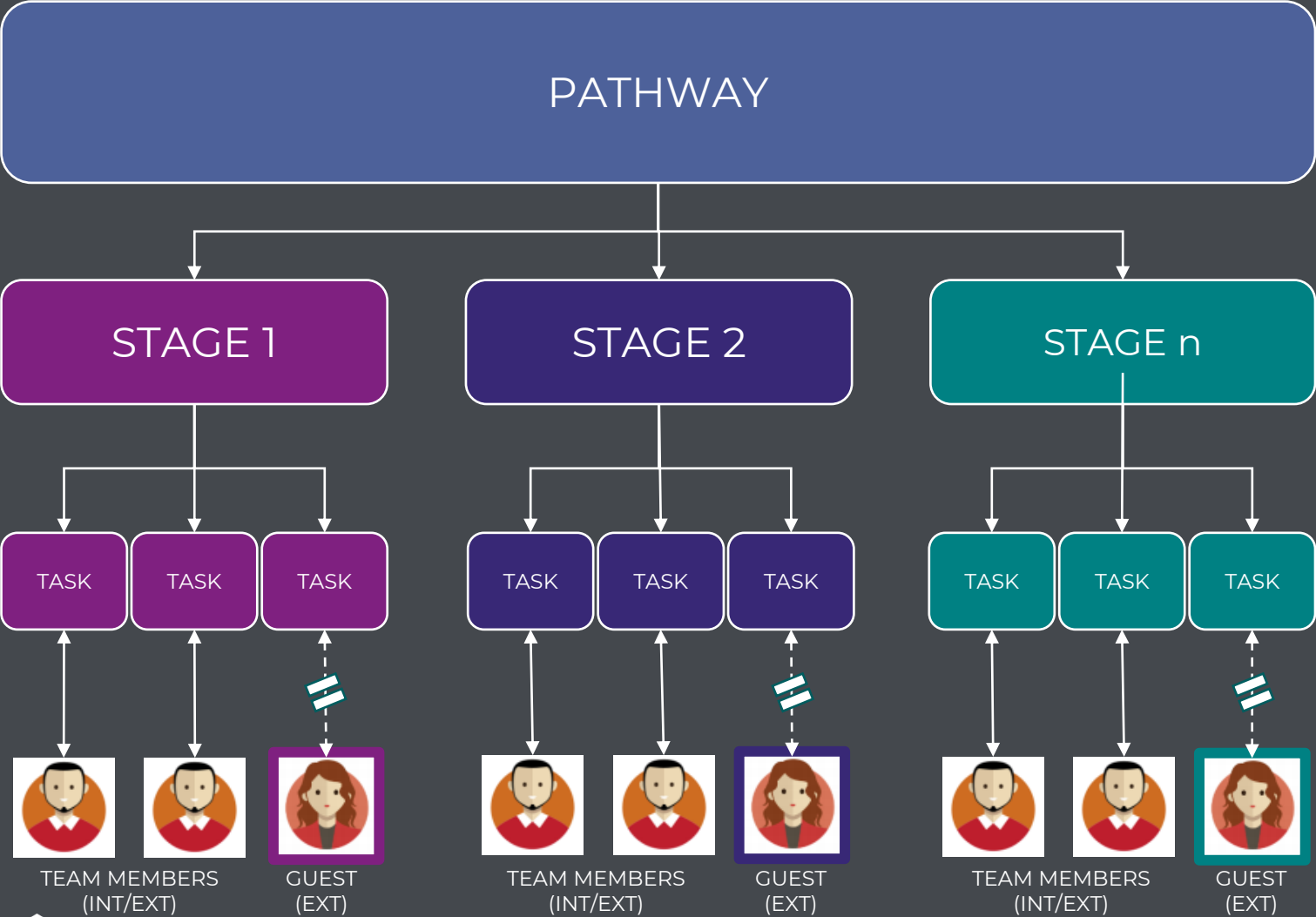
Designed with co-creator clients over the past two years, we've leveraged our experience with feedback from our beta users and built Phundex 1.0 to streamline how you work

We're delighted to say that after 2 and a half years of research and development with clients using our beta platform and providing testing and feedback on our new platform at every stage of the way, Phundex 1.0 is here!

KEY TERMS & DEFINITIONS

Term	Definition
Internal User	Users from within the license holding organisation who are likely to have the same email domain suffix (e.g. ANOther@phundex.com). Can be created as Client Administrator, Deal Manager or Team Members
External User	Users from outside the license holding organisation. Can only be created as a Team Members or Guests
Approver	A user able to edit and approve forms that are in either draft or final status (Task Level)
Contributor	A user only able to edit a form draft status (Task Level)
Participant Role	This allows a user to view all transaction details, documents & forms regardless of status (All Transactions)
Published View Role	This role only allows a user to view documents & forms that have a status of published (All Transactions)
Transaction	A transaction can be either a deal or an end-to-end process . We define a transaction as any series of activities that a team / group or department performs to complete its workload or undertake distinct projects
Stage	A step is a way to break down sections of the broader transactions and group tasks together, helping to organise, coordinate and manage workloads in more contained, bite size chunks
Task	A task refers to a unique piece of work that needs to be performed in order to complete a given process end to end
Data Room	An secure area, with access limited to only those associated with the transaction / deal, where all information pertaining to that particular traction / deal is stored. Information can be stored in a variety of forms (documents, spreadsheets, electronic forms, and PDFs, with other formats being assed and added as deemed necessary)
Document Management	Generates documents based on user defined templates and completing fillable fields via data mapping. Document signing via integration with third party
Data Management	Collect user-defined data required for document generation that is not part of the structured data managed by Venture, Deal and Party Management

PATHWAY HIERARCHY



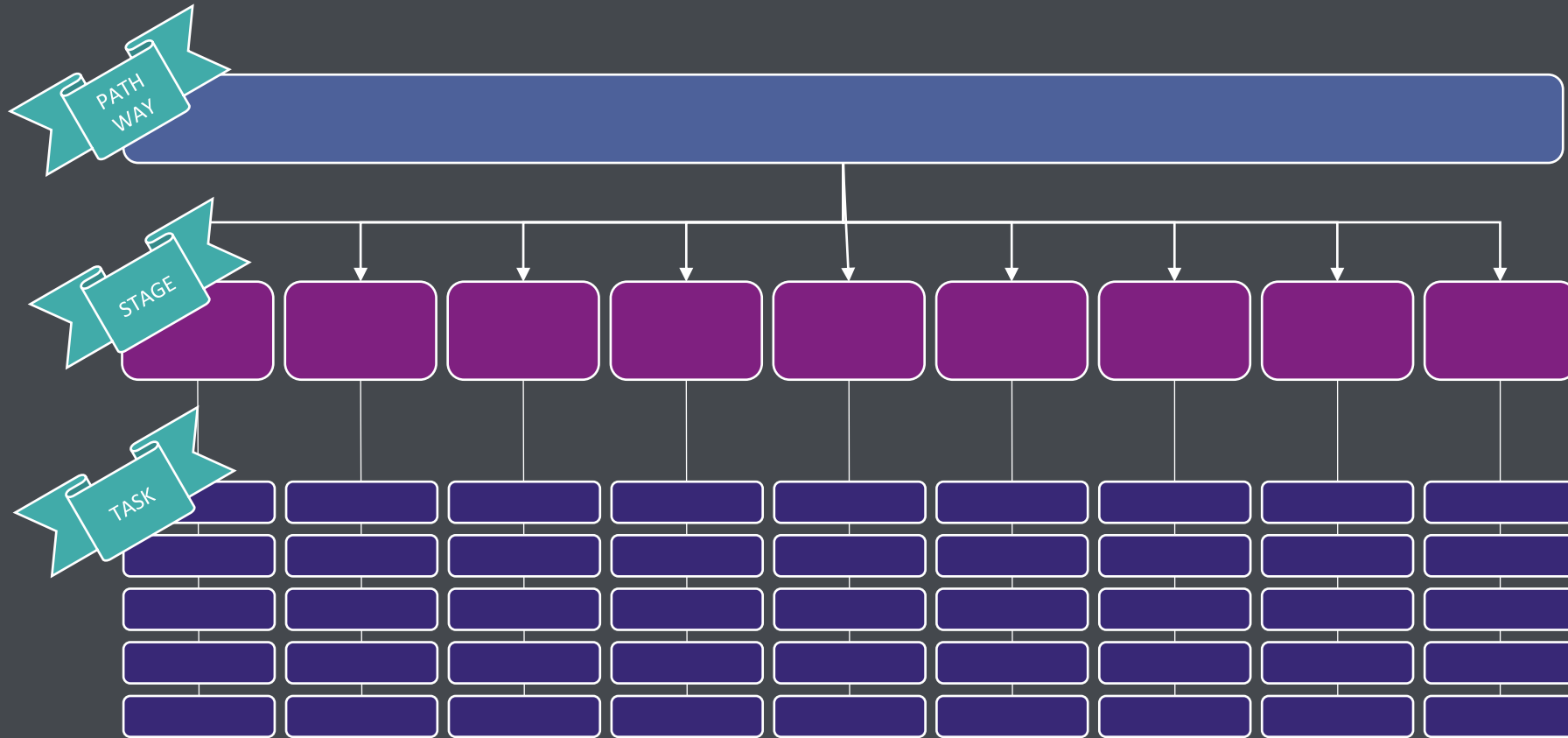
- ✓ Define the end to end pathway
- ✓ Assign network members to the Team
- ✓ Assign roles to those team members

- ✓ Break the transaction down into distinguishable stages
- ✓ Define tasks within each of the stages

- ✓ Identify each of the key tasks within each stage
- ✓ Order the tasks into a logical sequence
- ✓ Define the requirements of each task & allocate to team members

- ✓ Tasks are assigned to Team Members (internal / external) and Guests (external)
- ✓ Guests don't log into Phundex
- ✓ Tasks are performed and marked as complete for Approval

HOW OUR PATHWAYS WORK



Pathway:

This refers to a transaction workflow or process which may be based on a template available to a Phundex User.

Stage:

A Stage is defined as a step in a Pathway.

Task:

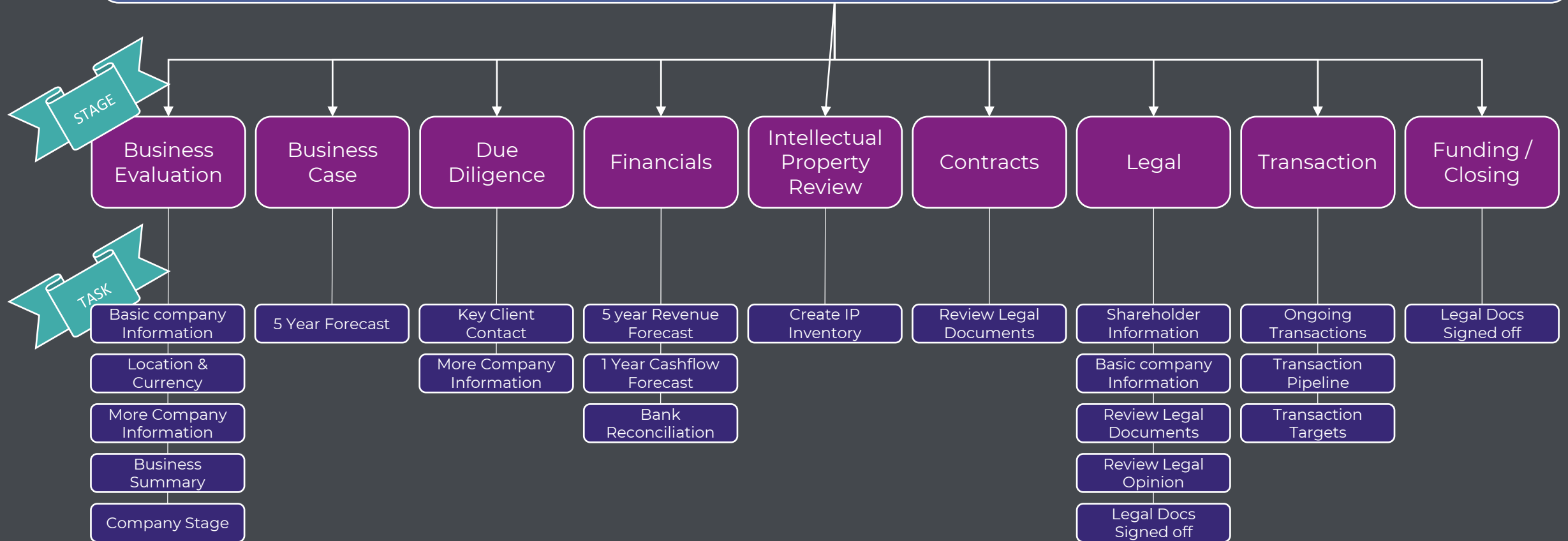
A Task is defined as an activity/action that needs to be performed as part of a stage.

Task Section:

This refers to information that needs to be completed as part of a task- including a data form or attaching a document to a task, for example.

PATHWAY TEMPLATE - CAPITAL RAISE

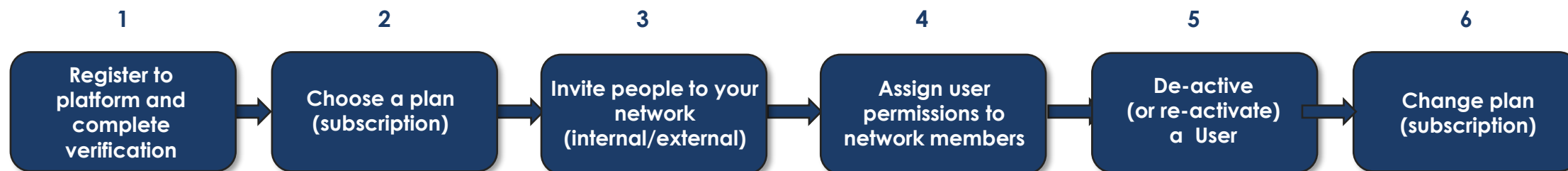
The business wishes to raise funds in exchange for shares in the organisation





Admin – Key Permitted Activities

The Administrator is responsible for managing the Phundex plan for their organisation, creating the network of internal and external people who are able to participate on the Phundex platform, and assigning their level of permitted participation on the platform

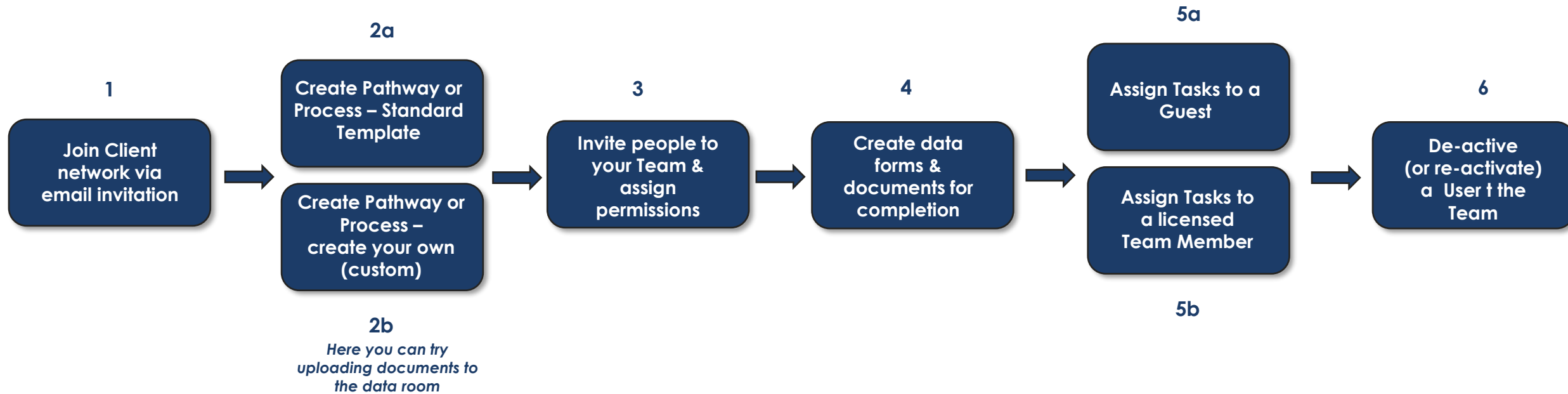


The Administrator also has all of the permissions of a Manager and a Team Member



Manager – Key Permitted Activities

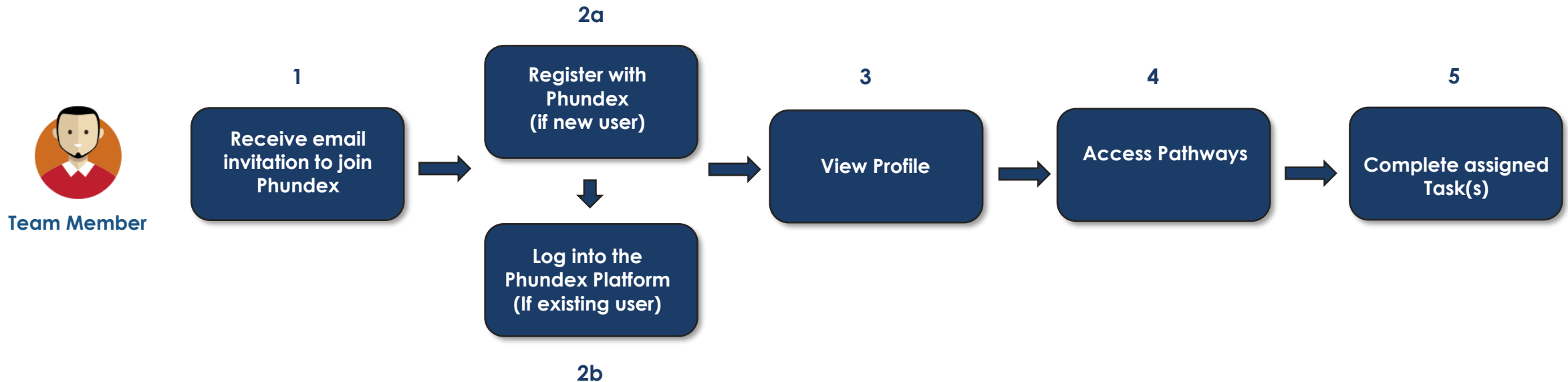
Managers are responsible for organising and managing activities / processes and transactions. Typically they are team leaders /business heads or transaction managers.



The Manager also has all of the permissions of a Team Member

Team Member (Licensed) – Key Permitted Activities

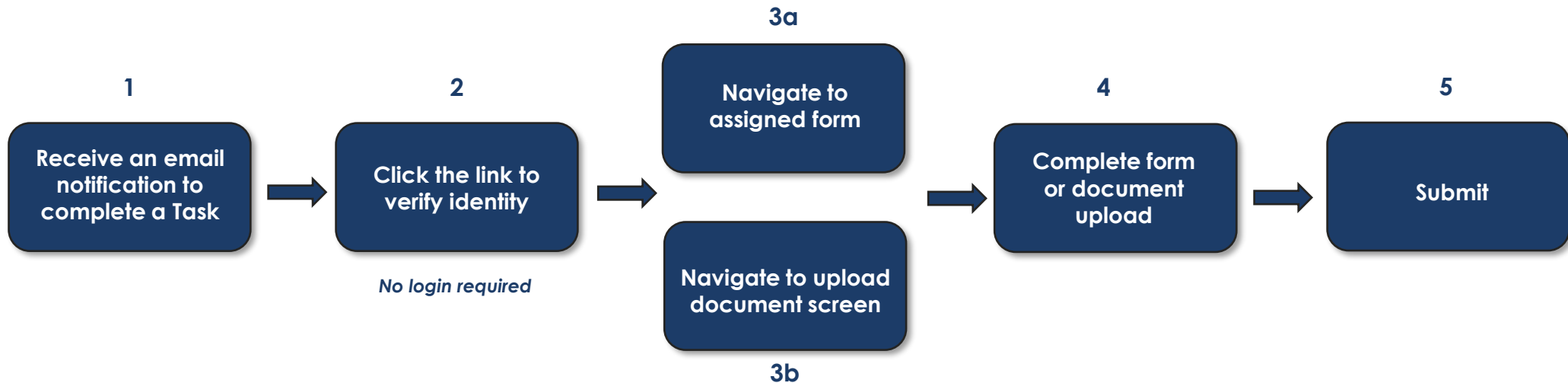
Team Members can be either internal to your business or external from outside your organisation. Regardless, they will be associated with particular pathways and within those, allocated tasks to perform





Team Member (Guest) – Key Permitted Activities

Typically external to the organisation, Guests are invited to provide specific information on an “as required” basis and do not require access to the Phundex platform.





 phundex


RESULTS