



5 Steps to Effective Quality Management Through Digitalization



Get Started!

Quality work can be time-consuming and complex, but with digitalization, you can simplify processes, reduce errors, and achieve better results.

To help you get started, we've created a checklist that provides concrete steps for implementing effective, digital quality management systems.

1. Map Current Processes and Identify Inefficiencies

To improve quality work through digitalization, start by understanding your current processes:

- **Analyze Workflows:** Create an overview of how you manage documents, audits, and non-conformities.

- Identify Bottlenecks: Find time-consuming, manual, or error-prone steps in your processes.
- Evaluate Resource Usage: Assess how much time is spent on administration and manual follow-up, and identify tasks that could be automated.



2. Implement Digital Document Management

Ensure your documents are easily accessible and well-organized:

- **Collect Documents Digitally:** Use a cloud-based system to keep all documents in one place.



- **Version Control and Access Management:** Implement automated version control and manage who has access.
- **Integrate with Existing Tools:** Ensure the system works seamlessly with tools like SharePoint.



3. Automate Repetitive Tasks

Save time and increase accuracy by automating:

- Automate Audits and Inspections:
Set up automatic reminders for important tasks.



- **Handle Non-Conformities Automatically:** Record and follow up on non-conformities without manual intervention.
- **Use Automated Reports:** Generate reports automatically for better insights into your processes.



4. Ensure Compliance with Regulations and Quality Standards

Stay up-to-date with regulations and standards:

- Automate Compliance Checks: Use checklists and tools to adhere to relevant standards.
- Receive Updates on New Regulations: Get notifications on regulatory changes.
- Traceability: Track changes with audit logs.

5. Evaluate and Continuously Improve

Use data for ongoing improvement:

- **Analyze Data for Improvements:** Use insights from the system to identify areas for enhancement.
- **Feedback Loops:** Encourage feedback to refine processes.
- **Adjust Workflows:** Adapt workflows based on new insights and changing needs.



**Get started and contact us for
a no-obligation demo!**

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