

FM

Facilities Management

System Requirements

- Microsoft Internet Explorer
- ISDN modem (at least 64K line)
- Adobe Acrobat Reader

Installation

Our team of experts will be available to advise on installing your system and help you ensure that it is functioning perfectly. Continuing user support for any functional difficulties is included in the service.

Multiple Users

FM is designed to meet the needs of your business. Multiple users can quickly access FM at their desktop. Contact IHS Customer Support to discuss simultaneous user licenses.

Customer Support

Our Customer Support department provides expert assistance with unusual or difficult searches and advice on software installation, networking and general technical queries.

These enquiry services are exclusively for the benefit of our users. Customer Support can be reached on: +44 (0) 1344 404429

Documents on Demand

Hardcopy documents can also be obtained from our IHS ATP hardcopy service. Over a million pages of documents are available for dispatch to you the day you phone or fax your request. Other documents can usually be dispatched within 2-3 days. Telephone our IHS ATP hotline:

Tel: +44 (0) 1344 861666
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Facilities Management is an online information service providing access to an extensive range of full text documents covering all aspects of buildings and services ensuring compliance and a safe and efficient work environment.

Kept up to date by a dedicated team of editors the service is updated weekly ensuring fast and accurate access to key documents.

Benefits at a glance:

- My FM is a unique opportunity to set personal preferences, store favourite documents for professional development and projects and save searches
- FM is designed to comply with accessibility best practice making it an essential tool for all businesses, local authorities and universities and colleges
- Unrivalled editorial team and weekly updates ensure access to current information at all times
- Powerful, intuitive search and browse facility coupled with a comprehensive phrase suggestion system provides fast, easy access to the information you need
- Access to key documents from BSI, HSE, DTI, Disability Rights Commission and UNISON



- Integrated search and access to Specify-it FM, the searchable database of 24,000 catalogues
- Integrated simple search enables the fast location of information from all products you subscribe to through IHS
- FM is compatible with all commonly used browsers on both MAC and PC e.g. Internet Explorer, Netscape, Mozilla Firefox and Safari
- Assistance every step of the way with Helpline support

FM is produced by IHS and NBS, an established partnership of over 20 years. With access to over 130 publishers FM is designed for accessibility and efficiency saving the busy professional time and effort.

Core Selection Criteria

A comprehensive collection of current documents to enable the co-ordinated management of buildings, people within them and the services that support business activities. Relative legislation and British Standards are supported by practical guidance, best practice notes and technical information. Key information is available in the following area:

- **Accessibility** - business, organisation and employer responsibilities
- **Building fabric** - interior design, lighting, heating and air conditioning, equipment, furniture, sanitary ware, textiles and surface finishes
- **Fire** - prevention, detection, fire fighting equipment
- **Grounds maintenance** - landscaping, parking, exterior lighting, sports grounds
- **Health and Safety** - workplace, COSHH, food hygiene, occupational injuries/diseases, risk assessment
- **Maintenance** - planned and unplanned, including repair and conservation of historic buildings
- **New build/alteration and extension** - building regulations, design, agreements, relocation, space planning
- **Planning** - regulations, planning permission, planning policies, town centre/urban planning
- **Security** - systems and access control



Extending the Service

- **My FM**
You can personalise FM by setting your own individual preferences; save searches, organise and store your favourite documents and build and manage custom folders with document links for quick access.
- **Browse Documents**
Presents at a glance, documents available for specific subject categories.
- **Wizard Search**
FM advanced facility allows you to build sophisticated search queries which can be refined and saved in My FM for later use.
- **Phrase Suggestion**
Enhances search criteria by suggesting popular phrases related to key search words guiding you quickly to the information you are looking for by increasing the number of relevant documents.
- **Quick Links**
FM Quick links enables easy access to the current versions of some of the most popular documents available within FM.

Specify-it FM is a fully searchable online database of products, suppliers and manufacturers bringing you a range of information. With over 240, 000 pages of key information and over 24, 000 catalogues integrated with FM.

Specify-it FM provides you with:

- Powerful search facilities for rapid access to accurate supplier information
- Multiple entry level giving you the most cost effective solution to your requirements
- Weekly updates provide the most up to date information at your fingertips
- Immediate provision of complete suppliers detailed information so you can get in contact the best way that works for you

