



Menu Outline



Discussion Points

- Easy to navigate throughout Workiva.
 - **Hover over left-hand outline**
- **All of Workiva is pulling from (one single source of truth)** - always up to date, allowing for collaboration across solutions/processes.
- **Personalized views** that are role-based for each user.



Landing Page

Key Message

The Landing Page gives all users that impact your process, the visibility to work efficiently, and the ability to access the data that is relevant to them. Widgets, tasks, comments, and dashboards provide line of sight into what is in your area of responsibility. This guarantees **real-time data** allowing you to make quick, confident business decisions, spend **more time advising the business** and less time tracking down information.



Discussion Points

- End to end solution for ERM including identification, management and monitoring of existing and emerging risks
- Easy to **create and manage dashboards when needed (no need to wait on IT or customer service)**
- Standard boards by role or customize
 - Stakeholders can view critical risk data leveraging heat maps and trend analyses that can help leaders make informed decisions
- **Drill down into the data**
 - **Open 'Risk Assessment Results' dashboard**
- **Reports and dashboards are pulling from a core data set (one single source of truth)** - always up to date
- No need to manually refresh or add in data in order to update
- **Easily build personalized dashboard views** that are role-based

Enterprise Risk Management Executive Report (Presentation)

Key Message

The Workiva platform automates the final ERM deliverables provided to the business and/or executive management. Leveraging our live documents connected to data **reduces the risk** of human error and enables **visibility** into your risk management program. Connect and coordinate with risk owners in an intuitive enterprise risk management process. Control the quality of information across your process while increasing efficiency.

Discussion Points



- Ability to create and edit documentation is engrained in the Workiva environment, no separate files or document types outside the system.
 - *Open ERM Report (Green or dark mode; whatever your preference; they contain the same content)*
- Discuss the various views in the presentation. Decide which would be most meaningful based on the customer, but here are some options:
 - Show the "scoreboard at a glance" slide to discuss some key reporting metrics such as risks scores, top risks, and KRIs
 - Show **pillar summary** to understand how risk can be aggregated to help leaders make informed decisions
 - Open **legal & regulatory section** to show how users can drill down into specific areas of risk. It may be meaningful to use the customer's nomenclature. For example, if risk is categorized by department or location as opposed to pillar, this is a good time to create that bridge of understanding for them
 - Highlight flexibility and that this is just one way to view the data but many more can be established upon implementation based on the customer's unique environment
- Introduce linking: **Linking ensures information is consistent across all reporting, dashboarding, reporting, etc.** allowing you to populate this final report template with the audit you want to issue.
 - *Show link properties but do not follow it back to the connected sheet*
- Explain document outline - collaboration and control
 - *Open Presentation Outline panel*
- Permissions across the platform
- Version control
 - *Click on History to show audit trail*

Risk Assessment Facilitation

Key Message

Risk assessment process is **easily managed** in the Workiva Platform, **reduces the risk** of human error and missed deadlines, and **enables visibility** into your risk assessment process.



Discussion Points

- Open Certification Menu and select Certification process related to your demonstration
- Set due dates once and **system will manage the deadline reminders**
 - Select "Edit" from the Overview page to show the calendar reminder set up
- Tracker serves as **real-time dashboard** to show current status of certifications
 - Open Tracker
 - Click on "Pending" item
- **Easily create and distribute** certification letters
 - Open Certification Letter
- Set up **automated workflows** for certification approvals

Risk Assessment Execution (User Centric Report)

Key Message

Risk Assessments are **automatically** sent to Risk Owners via simple notification, driving them into their **assigned assessment** to evaluate applicable risks.

Discussion Points

- **Easy end user experience** for risk owners - receive an email notification and directs them right to risk assessment
 - **Show email notification, follow link to Certification and click on link to user centric report**
- Risk assessments are **unique to each user**
- Drill down into risk with one-click
- Easily see **mapping** to controls and results of testing from SOX or Audit procedures and associated issues
- **Suggested edits** give the Risk Owner the ability to make their own changes and Risk Management to approve
- **Full Audit trail** of all changes made to risk information and risk assessment results

Risk Drill Down (Risk Focus Page)

Key Message

Users can drill down into any given risk to consume and manage all the details of that risk including key stakeholders, how it's mapped to processes, controls, etc., and any associated action items.



Discussion Points

- Overall Risk Rating Calculations **Connected file** to the Master Risk Reporting Spreadsheet
 - Ease of navigation
 - Flexible analysis
 - Connectivity across all elements in the Workiva environment
- **Risk Mapping**
 - Map to SOX, Policies, and Audits
 - Ex: "Incurred by Audit Area" drives the audit plan
 - **Local Risk Ratings Averaged on Master Risk**
- **Risk Response & Action Plans**
 - Select and track responses to each risk
 - Create and manage associated action plans

Risk Universe Report/Risk Assessment Aggregation

Key Message

Optimize the value of your ERM function with detailed correlation and risk analysis. The Risk Universe is housed a dynamic report that allows organizations to organize risk information in a strategic and organized fashion. These reports guarantee instant visibility into your entire process and results of the work, allowing you to spend **more time making decisions** off of key data and less time tracking down information. Evaluate and mitigate connected risk relationships across the enterprise.

Discussion Points

- Results of risk assessments pulled into centralized view
 - Open "Risk Universe" Report - the best if shown as opening from the landing page
- Divide and segment risk data into **customizable, dynamic views with drag and drop pivoting** functionality
 - Show different tables or views on left-hand panel - by pillar, by risk owner, or other category
- Reports can be **permissioned based on user roles**
 - Point out "Permissions" icon (do not click)
- **Can create as many views as needed, no need to contact us or wait on IT**
- Creating a view (table) is **not changing the master report or underlying data**
- Tables are not static - will be up-to-date every time they are accessed - full audit trail of changes made by whom and when at the cellular level