

POINTFOLIO®

Recognition Management – Symbolic Incentives

PointFolio® is MTM's points-based system of rewards, reinforcement, and recognition that motivates, measures and honors individuals as they contribute to an your mission, vision, values and goals.

Create a culture of recognition that is comprehensive and simple to administer. We'll work with you through all phases of implementation to build a recognition culture that benefits your entire company.

Unify your recognition efforts under one solution that's comprehensive and simple to administer. The best recognition programs are those that are diverse and significantly impact performance and associate satisfaction. Often that means multiple owners, budgets and communications occurring simultaneously. We can help pull it all together.

Customize collateral and products with your logo to effectively communicate your organization's brand, message, and goals. We lead the industry with the ability to brand a broad catalog of products with your company logo.

Record and track recognition events of individuals and your organization while providing history to ensure the program's success.

PointFolio benefits also include:

- **Technology** – Web-based platform accessible from anywhere
- **Diverse Point Award Options** – Electronic peer-to-peer, electronic manager-to-peer, custom point cards, and database directed point transfers
- **Budgeting and ROI** – Through data and event recording and real time reporting, measurable ROI is readily available as you need it
- **Communication Materials** – Our in-house designers are available to work with you to increase employee interest and engagement in your program
- **Presentation Assistance** – No cost access to MTM's Ovation Website with Presentation Tips and E-Cards
- **Points Banking and Wish Lists** – Extensive catalog including customization options



Make the moment memorable Every recognition event that occurs in a person's life makes a positive impression on the recipient. Recognition is more memorable when it is personalized and celebrated publically. We offer unique solutions for making the moment memorable and complementing the reward by elevating the desired behaviors and driving a culture of recognition.

Here are a few personalized presentation examples :

- Congratulatory Cards
- Certificates/Mini Certificates
- Pins and Celebration Kits
- Tokens of Appreciation
- Spousal Gifts
- Invitations

Build affiliation We are the only recognition provider in the industry that offers the unique ability to brand and create exclusive products for your company. By offering the ability to provide symbolic selections in your recognition catalog you continue to reinforce a positive affiliation to your company.

Create a culture of recognition Are you creating a culture that reinforces your company's mission, vision, and values? Do the rewards motivate and honor those for their achievements? Are you able to measure their efforts and your goals? We believe there are nine key elements to a well thought out recognition program:

- Establish Program Objectives
- Target Participants
- Develop Program Structure
- Budget Development
- Award Selection
- Program Promotion
- Program Tracking
- Event and Award Fulfillment
- Evaluate the Results

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Build a Recognition Inventory and Strategy

Can you identify the recognition efforts of your company? Here are some questions to ask to help create your recognition inventory.

Programs:

What are our current recognition programs?

What types of programs should be offered?

Participants:

What demographic should be eligible for the awards?

Approximate number?

Structure:

Who are the business owners and administrators?

Who will be awarding the points? (i.e. Manager, Peers)

What are the behaviors we are awarding?

What is the key focus or the core values to be promoted?

Budget:

GL Account Charged?

What is the budget allocation?

What is the award frequency? (i.e. daily, weekly, yearly)

Awards:

Are there any special awards required that enhance the program? (i.e. Associate of the Month plaque, Safety belt buckle)

Promotion:

Are there any special promotional items to help communicate the program? (i.e. program launch items - pens, waterbottles)

Reporting:

What types of reports or analysis are required to measure a program's success?