

# Move Your Business into the Fast Lane.

## Enterprise Workflow™

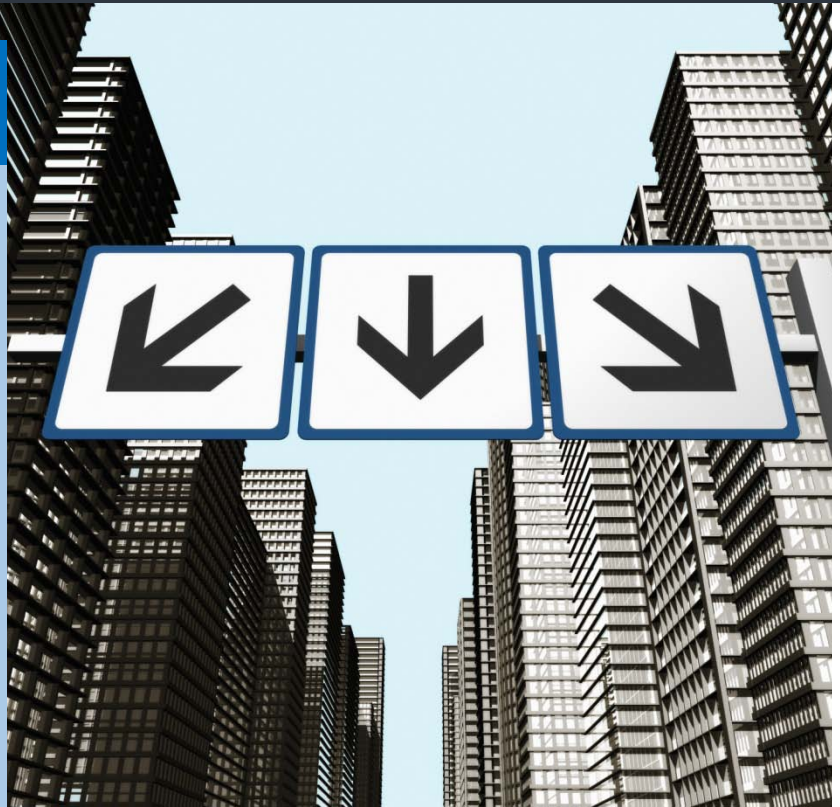
Keep your business processes flowing.

If you're still manually routing documents through AP, order entry or other business processes, you're working with the parking brake on.

With Enterprise Workflow you can get up to speed and improve productivity by automating manual and paper-based work processes.

Decrease work time and increase results by automating the routing of documents through workflows that you design based on your own business rules and requirements.

And if greater efficiency and improved decision making wasn't enough, you can save tons of money by reducing paper-related printing, storage and distribution costs.



### Less paper, more results

Enterprise Workflow automates the movement of information through business processes, eliminating the need to manually manage and distribute documents. Work is electronically routed from person to person based on business processes you design.

### Automate any process

Automate AP, HR, order entry, medical claims and other business processes. You can create workflows for any process and document type based on your own business rules.

### Simple, powerful, fast

The Enterprise Workflow designer allows you to quickly and easily design, control and manage simple or complex business processes. You determine users, roles and tasks. The software makes sure work flows smoothly from person to person, action point to action point, until all work is complete.

### Safe and secure

Security rights, priority levels and other distinct attributes control access to documents within a workflow. Only those who need access to documents get it. In addition, only those who are authorized to forward, complete or approve a document can do so.

### Use Enterprise Workflow to automate:

- Accounts payable and receivable
- Order entry processing
- Medical and insurance claims
- Human resources documents
- Credit applications
- ... and many more

### Features:

- Create workflows using a simple design tool
- Access, manage and route work using a web-based interface
- Improve work throughput, data accuracy and process repeatability
- Control user access with advanced security controls
- Create work logs and audit trails for compliance



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