

PaperWork[®] helps organizations transform from product/service oriented to customer oriented organizations.



➤ PaperWork[®] helps organizations by providing them;

- Secure access to the corporate documents where and when they needed,
- Increase in the productivity resulting from reducing time and cost,
- Collaborative use of documents with powerful versioning,
- Flexible organizational structures, more flexible processes,
- Optimized use of available resources,
- Sustainable performance improvement, less coordination effort



Why PaperWork?

We deploy exhaustive experience and expertise in the domain of managing information and processes through software solutions. We have accumulated deep understanding of market needs and accrued technical expertise and experience by spending more than 18 years in the domain of enterprise content management.

PaperWork Enterprise Content Management system consist of several layers and modules. At the heart of PaperWork ECM lies PaperWork content repository. PaperWork Content Repository provide all the necessary services and functions for security authentication, authorization as well as fundamental content services such as content object libraries, meta-data and full-text-search, storage services etc. PaperWork supports content versioning both major and minor version management.

PaperWork provides BPMN 2.0 compliant web based business process and workflow design interface with swim-lane support for ease of use for both technical and business users. Web based electronic form designer that supports drag & drop design with more than 10 user interface elements allows creation of user forms. It supports event based scripting where events might be triggered depending upon field or form actions and support web services for data integration and process synchronization.

You can also use Microsoft Outlook interface to manage your activities in the business process management. You can access you task list, review and execute your tasks within Microsoft Outlook. Using PaperWork connector for SAP, you can access PaperWork content repository within SAP user interface without logging in to PaperWork and access contents within the context.



- Electronic Form Designer
- Workflow Designer
- Rules Engine
- Reusable Business Objects
- Reports Designer
- Key Performance Indicators
- Open API and Connector Support
- Enterprise Document Repository
- Basic & Advance Content Services
- Automatic Document Capture
- Enterprise Level Security
- High Scalability & Availability

Banking & Finance

- Account Opening
- Claims Management
- Customer Requests Processing
- Loan Applications
- Mortgage Applications
- Procurement
- Accounts Payable Invoicing Approvals
- Accounts Receivable
- Contract Management
- Audit Files Management
- Employee Records Management
- Policy Management

General Use

- Leave Request Management
- Expense Approval Management
- Training Request Management
- Help Desk Request Management
- Supplier and Bid Evaluation Management
- Contract Lifecycle Management
- Invoice Management
- Accounts Payable Management
- Accounts Receivable

Energy

- SOP Management
- Contract Management
- Procurement Management

Healthcare

- Patient Records Management
- Payer Claims Processing
- Legal Contract Management

Insurance

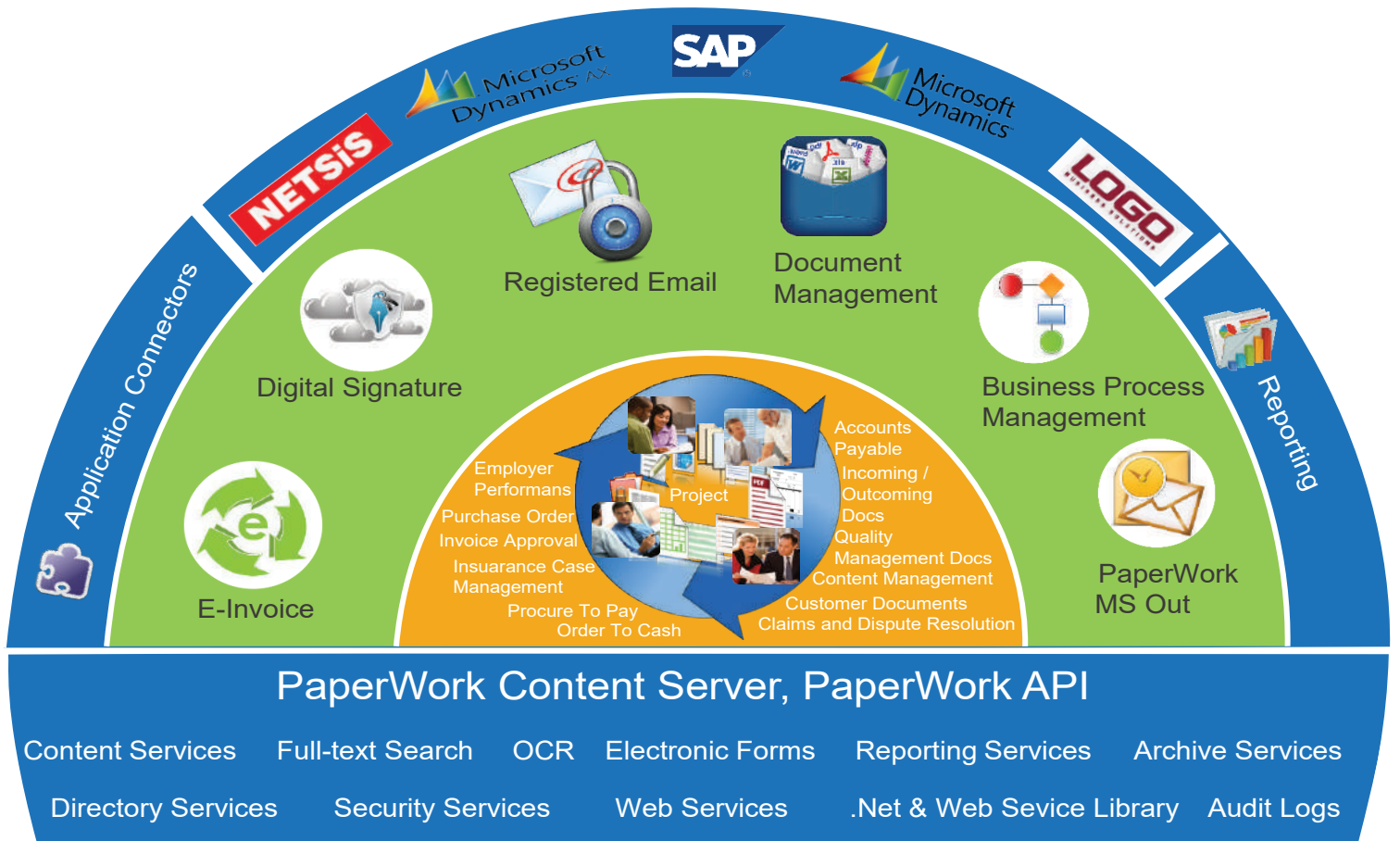
- Insurance Claims Processing
- Contract Management
- Regulatory Affairs & Compliance

General Use

- Quality Management
- Employee On-board
- Employee Off-board
- Customer Relations Management
- Compliance Control
- Leave Management
- Procure to Pay
- Employee Performance Review
- Supplier Management
- Order-To-Cash
- Claims And Dispute Resolution

General Use

- Environment, Health and Safety
- Facilities and Equipment Management
- New Account Opening



Electronic forms are key to the PaperWork platform since they allow for easy collection of meta-data information. PaperWork provides a web-based electronic form design interface that supports drag & drop templates with more than 10 user interface elements. It also supports event-based scripting where events might be triggered depending upon field or form actions.

PaperWork provides BPMN 2.0 compliant web-based business process and workflow design interface with swim-lane support. This allows for ease of use for both technical and business users. PaperWork BPM supports KPI settings to collect performance information about business processes for reporting and analytics purposes. PaperWork BPM contains an internal central business rules repository.

The Visual report designer can use any data related to the content or processes as the data source. The Visual report designer also supports graphics so that you can enhance your reports with images and charts. Parametric structure, advanced integration ability, and ease of use increase the chances of success.

- Automatic and human-based activities
- Time thresholds, delegation and reminders for human-based activities
- Plug-in and re-usable connector support
- Database connectors for easy data integration
- Ready-to-use connectors for SAP, MS CRM, MS Axapta etc.
- Seamlessly integrated with Content Repository
- Document creation (from template using MS Word like internal editor)
- Version control
- Document access control
- Document subscription
- Document meta-data
- Document naming & referencing
- Document life cycle management
- Document search & retrieval
- Off-line repository Access
- Document capture from network
- Document Capture from e-mail servers
- Bulk document upload