FORM FLOW

Let Your Work Flow!

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SYSTEM OVERVIEW

A full-fledged no-code workflow platform which provides E2E cycle automation and orchestration of workflows and business processes.

Key Components

- Form Builder
- Workflow Engine
- Form Management
- Task Management
- Tailor-made Reporting and Statistics

POWERFUL SYSTEM

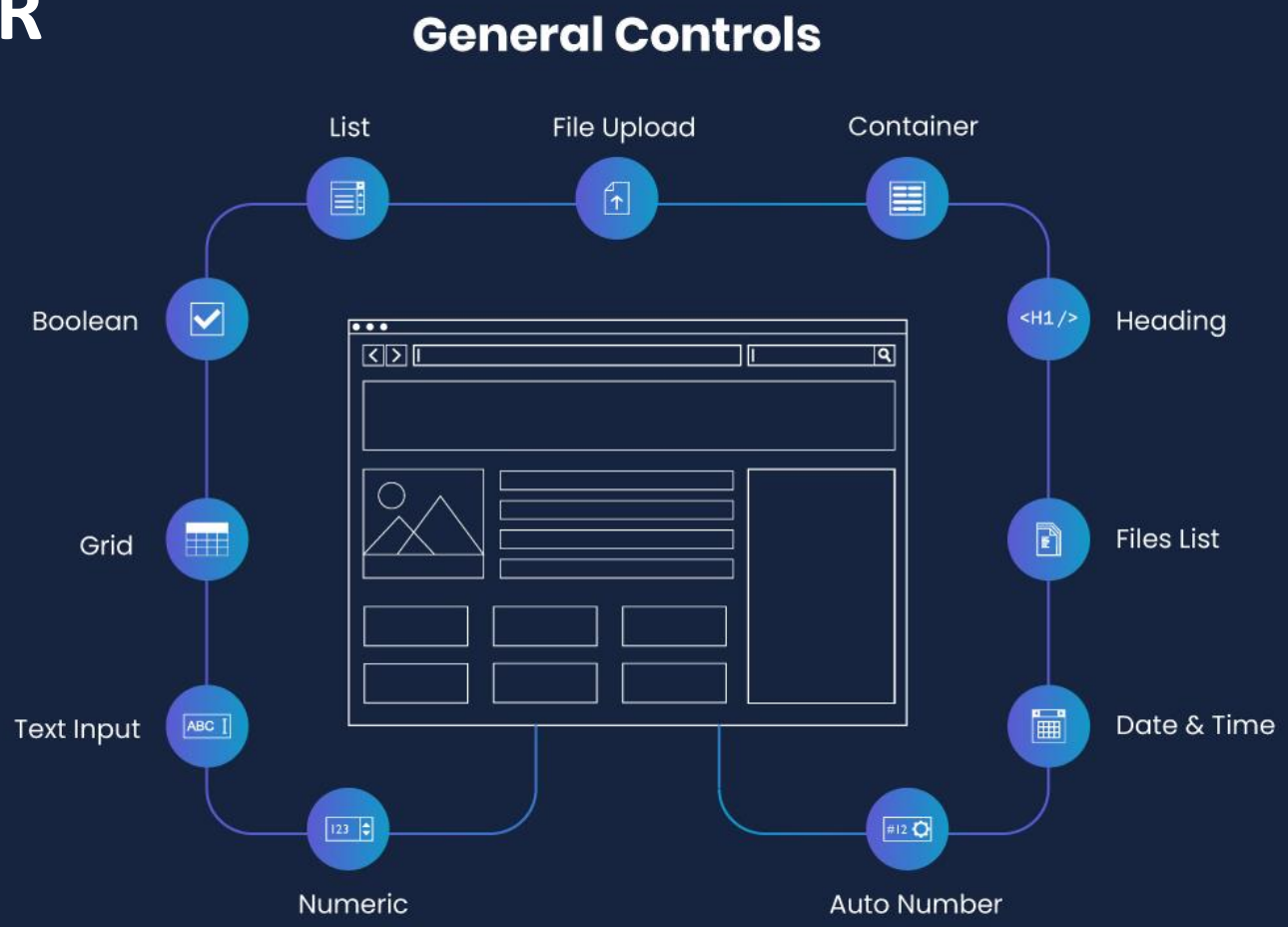
- User-friendly no-code tools
- Full integration with other system and tools
- Human error reduction
- Multilingual
- Advanced search
- Advanced analytics
- Highly secured

SYSTEM BENEFITS

- Paperless office
- Cost effectiveness
- Transparency
- Agility
- Mobility
- Consistency
- Better performance
- Process optimization
- Time saving

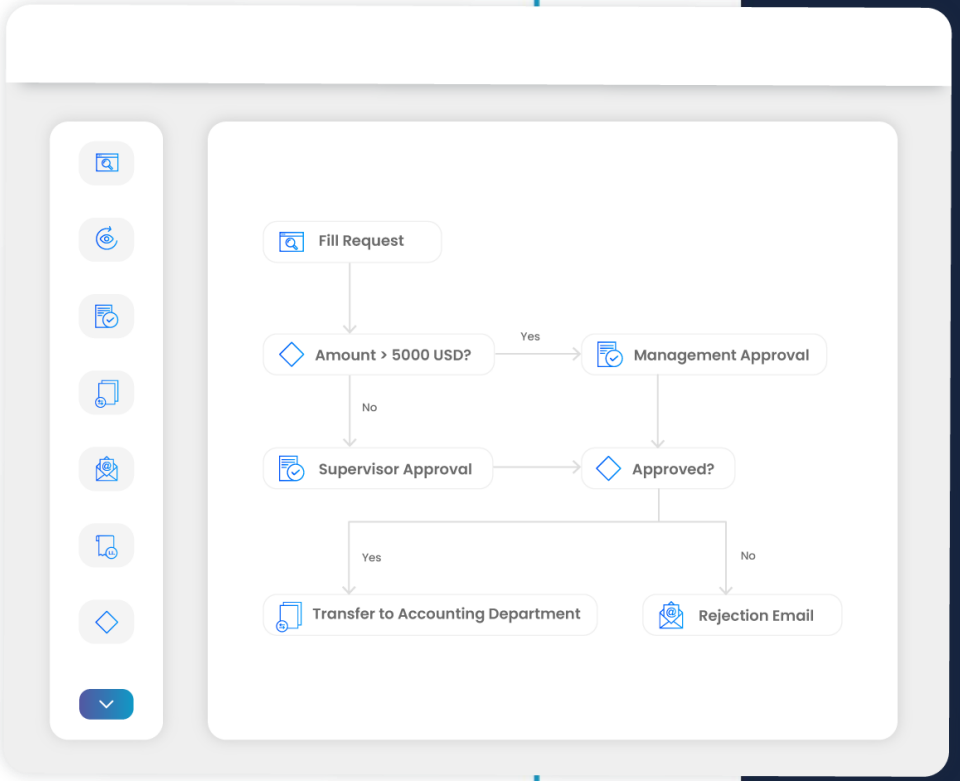
ROBUST FORM BUILDER

- Simple and customizable
- No-Coding, drag and drop
- WYSIWYG Form Designer
- Offers variety of Field Types
- Definition of Validation and Calculation Rules



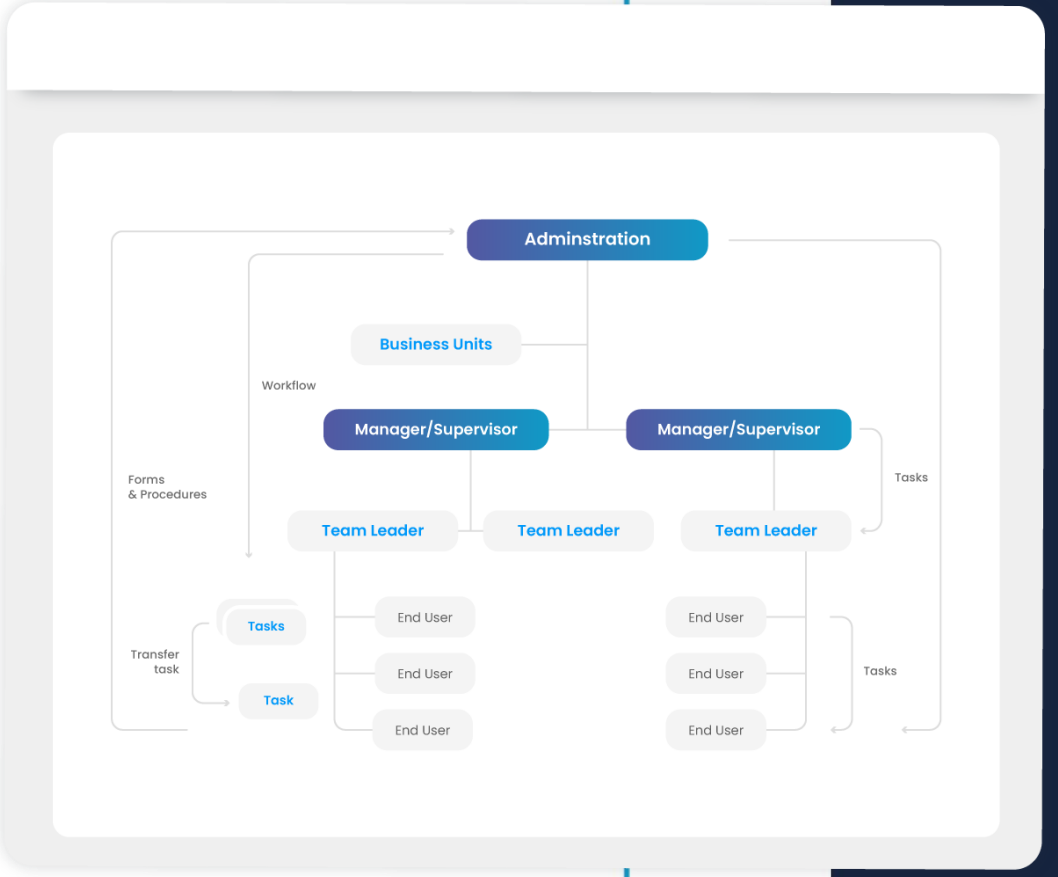
EASY WORKFLOW BUILDER

- Building workflows visually
- Simple, easy, and intuitive way
- No coding knowledge required
- Many types of Steps (Data Entry, Approval, Conditional, Output Report, and others)



CENTRALIZED WORK PROCESSES AND INTEGRATED FUNCTIONS

1. Managing organization hierarchy
2. Controlling the workflow execution based on different job roles



TASK MANAGEMENT

- Enabling task-level control over different processes
- Initiating tasks based on job roles- Workflow Predefined Tasks
- Transferring tasks from one user to another – Re-assigning tasks:

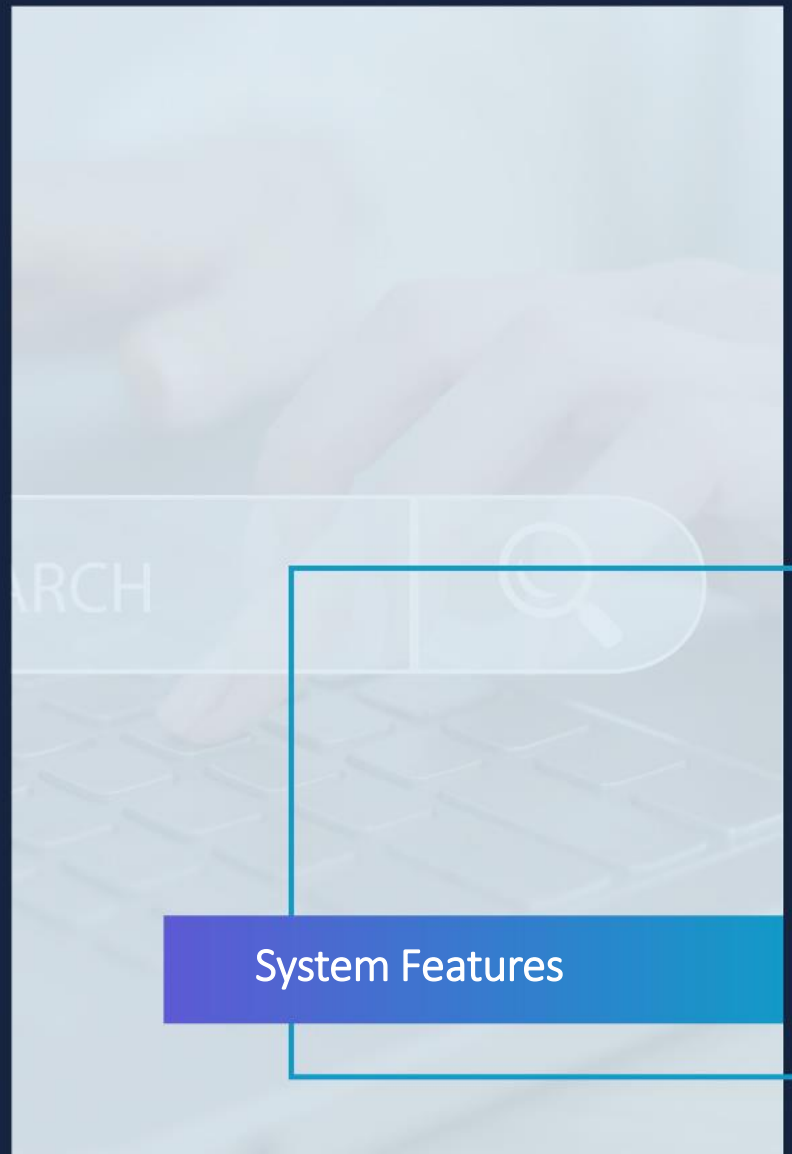
Employee Delegation

Task Transfer

Check-out Task

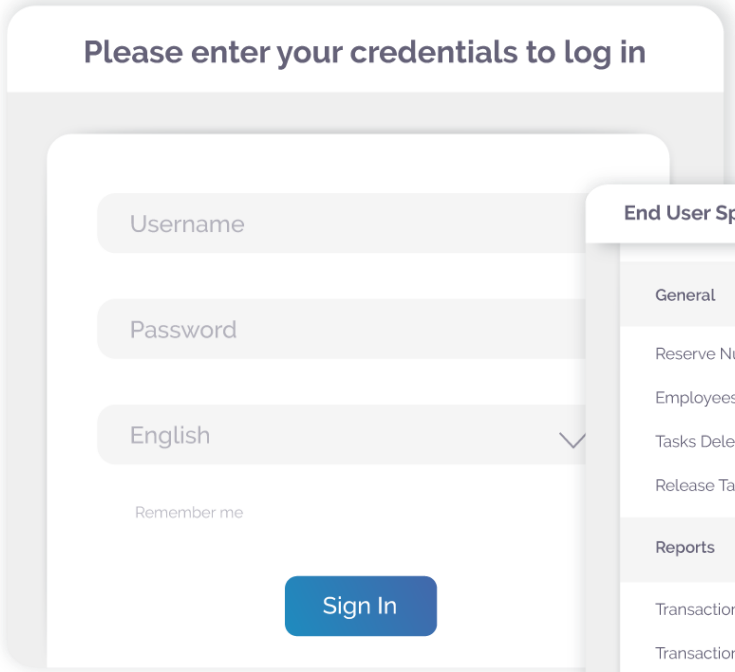
POWERFUL SEARCH ENGINE

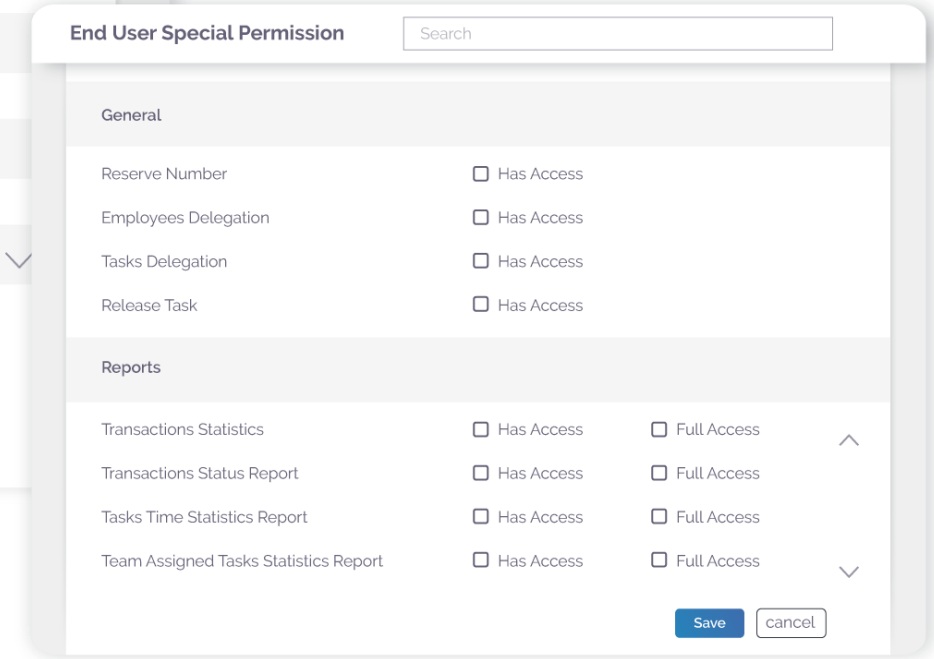
- Dynamic and flexible search
- Advanced search builder



SYSTEM SECURITY

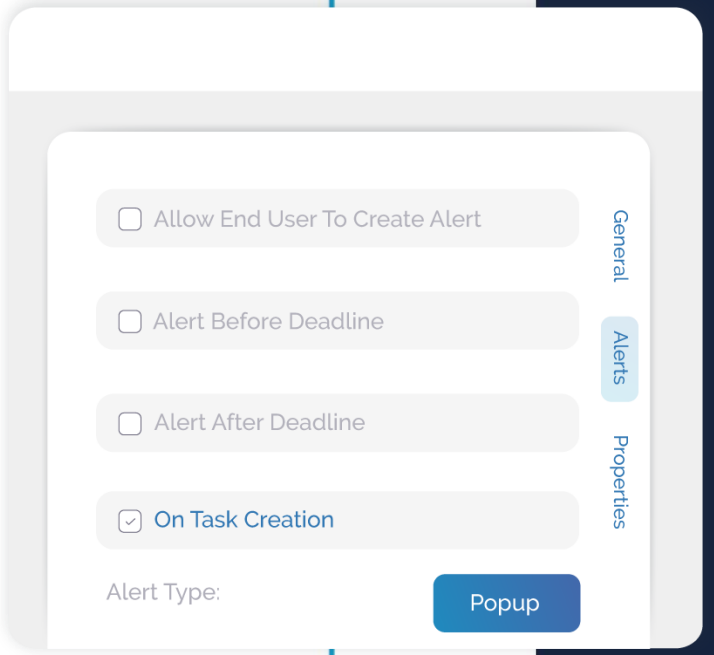
- Integration with Active Directory
- Control over sensitive data
- Role based access to system functions and data





USER-DEFINED ALERTS

1. Manual Alerts
2. Monitoring Alerts - Upon creation and completion of tasks
3. Timed Alerts - Before or after a task deadline
4. Rules Alerts- When a defined rule is executed



SYSTEM ALERTS AND NOTIFICATIONS

- Notifies users about new tasks, deadlines, occurrence of events
- Allows supervisors to know about missing tasks
- Alerts system administrators about file storage

Types

- Email Notification
- Pop-Up Notification

ADVANCED FILE MANAGEMENT

File Management

The system is able to manage files and auto-generate them

Capture

Scanning many papers in one pdf File
Adjusting scanned files (Rotate, Mirror, Crop, …)

Storage

Managing data storage volumes

Access

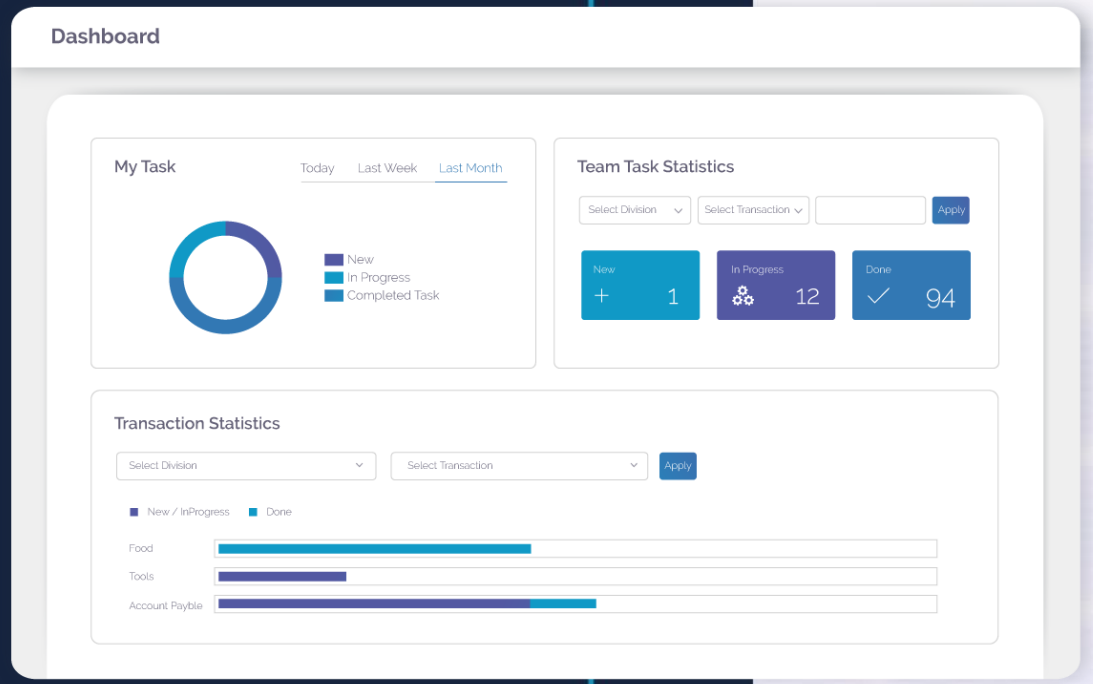
Versioning, Preview, Download

E-Signature

Getting documents signed quickly

DASHBOARD AND STATISTICAL REPORTS

- Provides overall statistical dashboard
- Generates powerful statistical reports



SYSTEM LOGS

All is registered, nothing is lost

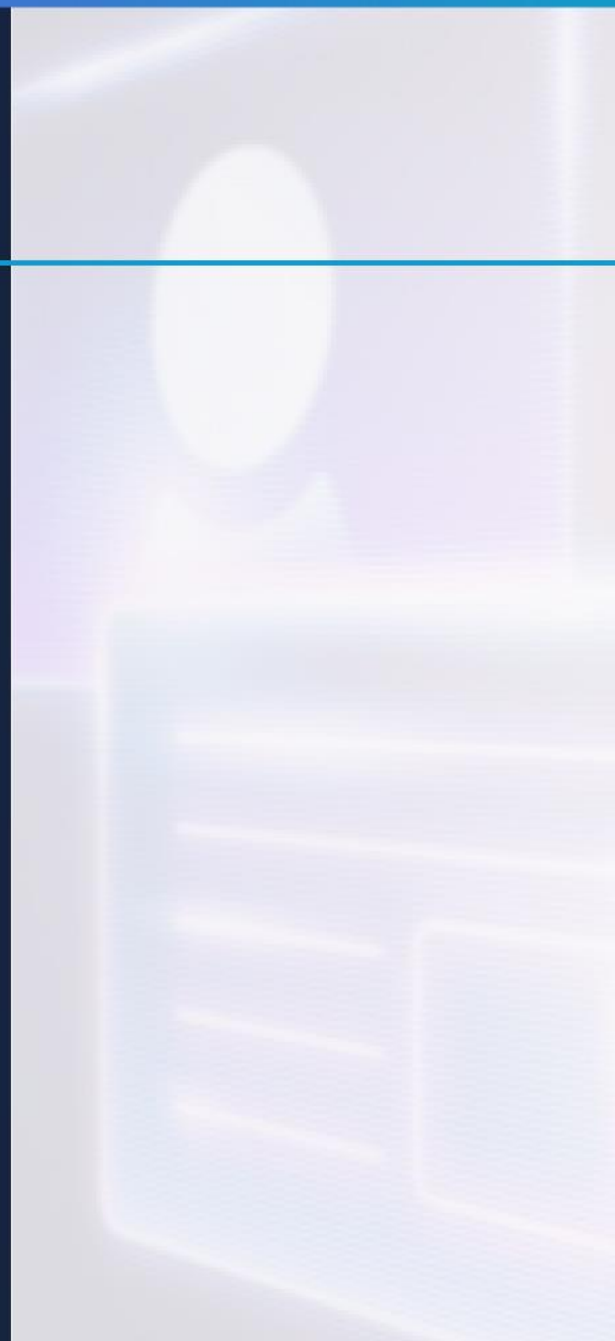
Offers logs history of many types:

1. **Audit Trail**

   Tracks all users' actions:
   "Who did What On What and When"

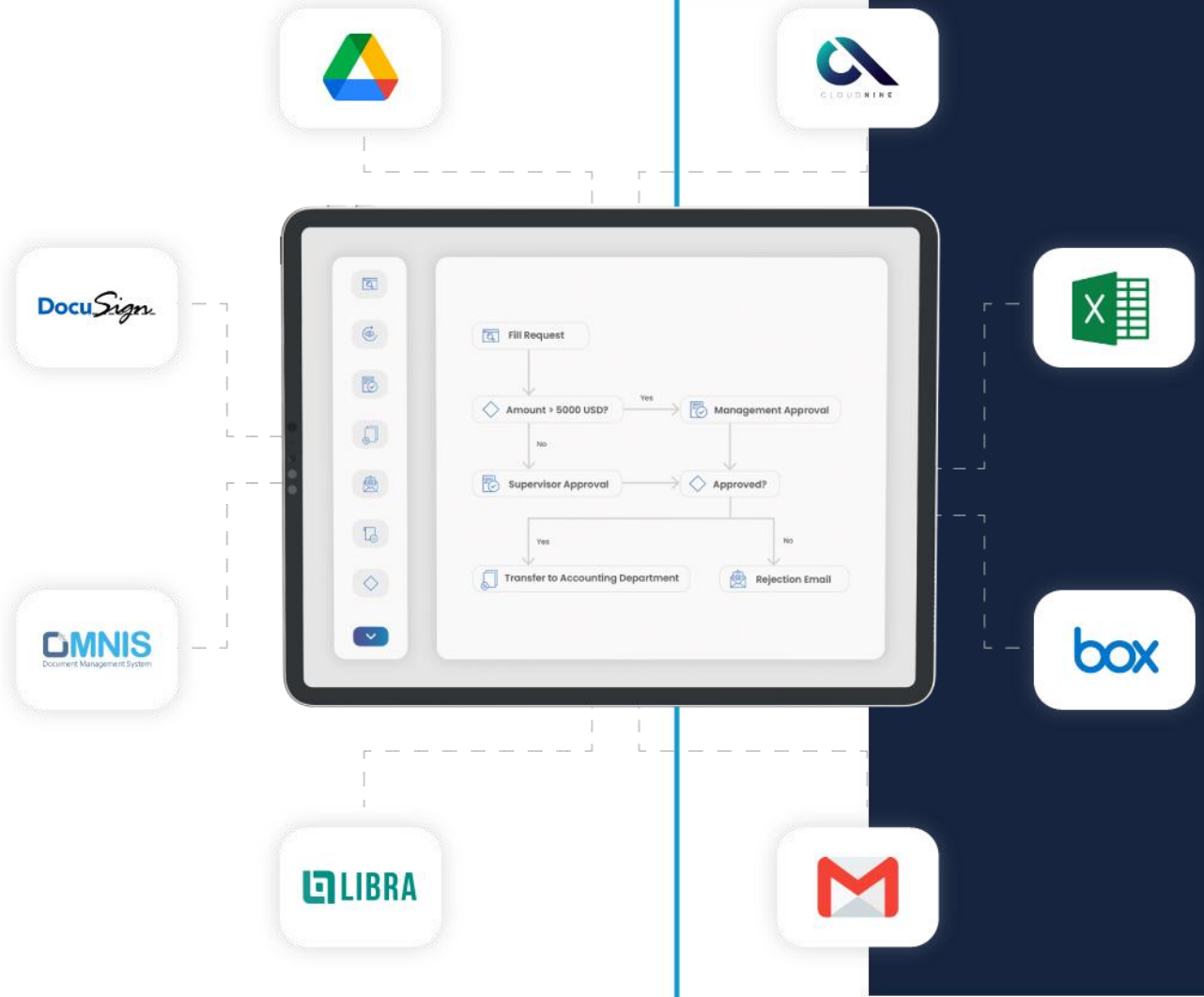
2. **User Authentication Log**

   System registers all trials upon logging in



SYSTEM INTEGRATION

- API integration with any third party application
- Readily integrated with Libra ERP, and CLOUD 9 CRM



WANT TO KNOW MORE ABOUT IDS?

SCAN THE CODE