

# CoreIntegrator™ Workflow

Defining the Industry Standard for Business Process Management

## CoreIntegrator™ Workflow Features

- Flexible, feature rich workflow application
- Business Application Integration
- Electronic forms designer
- SharePoint integration
- Out of the box workflows for :
  - *Accounts Payable*
  - *Purchase Requests*
  - *Travel and Expenses*
  - *HRIS*
  - *Sales Orders*
- Unlimited workflow designs for other business needs
- Easy to use administration
- Advanced intelligent OCR scanning
- Web based .net application for ease of deployment
- In application collaboration
- Mobile support
- Advanced multi-level security
- Active Directory support



*“CoreIntegrator has been able to meet our diverse needs in the most efficient and effective way . . .”*

- Michelle Beall  
Corporate Operations Manager  
Nexion Health Management

## Automating your business with workflow

### The Impact of Workflow

It's all about being more productive. As much as companies have invested in technology, we are still a paper bound society who manually distributes documents throughout the organization for review or approval. Sure we think we are more productive by emailing documents or storing them electronically in a file folder somewhere, but the process is typically extremely ineffective.

Introduce workflow into the environment and now you can apply business rules to your processes. Not only can you shorten the time it takes to complete the life cycle of a document, but you can manage and maintain control of the document no matter where it is or who has it.

### How it works

Take for example an invoice approval process where invoices arrive at various locations throughout your organization. Typically there is some sort of approval process based on the type of the invoice, the amount of the invoice or maybe based on the location where it was purchased. Workflow is set up with all your business rules for approving these documents, so every document gets to the right person at the right level automatically.

The “forcing” of these documents down the right path can help save a tremendous amount

of time. And because your departments have total control and visibility over every document, you'll know instantly who has it and how long they've had it in case it gets held up somewhere.

### Collaboration

Because we tend to text, email and call each other for advice and information to complete our tasks, we knew it would be important to build this concept of communicating right into the product.

**Introducing “Conversations”.** Picture a scenario in which you have received a document that requires your approval but you are unsure if this particular document should be approved.

In CoreIntegrator you can, at any time, create a new “Conversation” and communicate with anyone in your organization to get more details about a particular document. The entire conversation will be recorded as supporting documentation and you'll be able to approve the document without manually printing, copying and sending documents around for comment.



Work *faster*, more efficiently . . .

## Application Integration

### The key to efficiency

Most of your business information is already stored in a database of some kind . . .

Workflow solutions typically augment or feed into existing business applications – so these environments must have the ability to communicate effectively with each other so data is **never** entered twice.

With out of the box integrations already built for many leading ERP and financial systems on the market today, CoreIntegrator allows organizations to expand and grow while seamlessly interacting with these business applications.

For information stored in other data sources such as SQL Data Bases, CoreIntegrator can link real time to this information.

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## Content Management using SharePoint

### How is SharePoint used with CoreIntegrator?

CoreIntegrator provides the option to store documents and content in a universal storage application.

Although there are many Content Management offerings on the market today, nothing better than SharePoint from Microsoft offers an open and easy to manage environment. CoreIntegrator takes advantage of SharePoint as a document repository.

CoreIntegrator manages everything else including:

- Security
- Performance
- Searching
- Viewing
- Indexing
- Recovery
- Administration

And for those companies that already have existing content management solutions, we easily integrate to those applications by passing the documents and metadata to that solution as each workflow is completed.

See more info at: [www.coreintegrator.com](http://www.coreintegrator.com)

## About the Workflow Designer

### How are Workflows Designed and Managed with Day to Day Changes?

CoreIntegrator comes with a powerful, visual “drag and drop” workflow designer (see example to the right). Although it is a great tool for power users, the day to day administration for workflow changes are available to “regular users” in the CoreIntegrator admin section through an easy to use interface.

