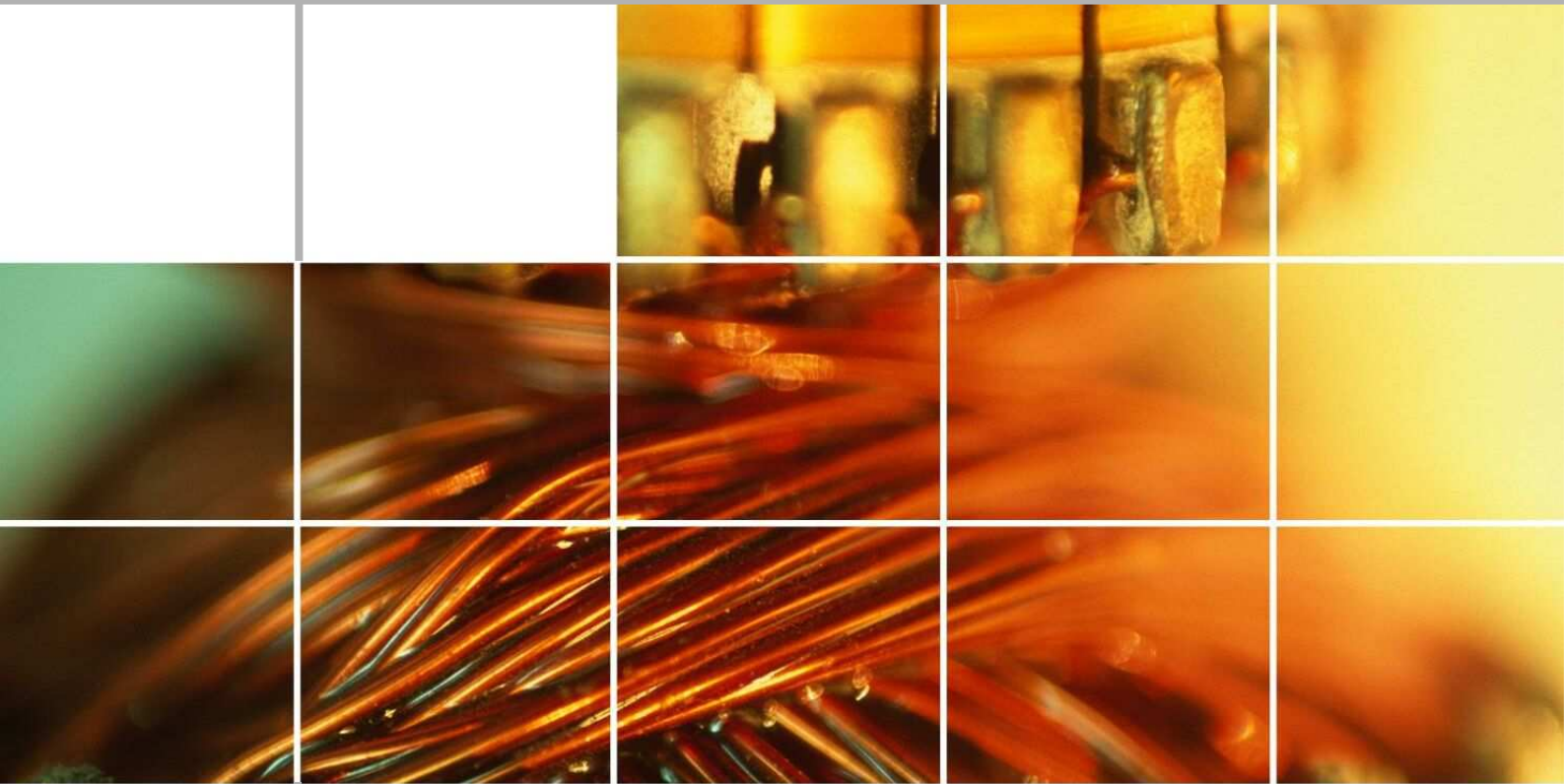


## Workflow Collaboration over the Web



Your organization's knowledge workers search for information, act on it, move it and archive it, every day. This process, with the manual searching, faxing, photocopying and hand distribution, is costly and time consuming. The inefficiencies of the process divert your staff from the crucial business of making productive use of the information.

How can you achieve faster collaboration between your employees and at the same time prevent wrong decisions? How can you make your process execution more efficient without the need to raise your budget? DynaFlow has the answer with EZ-Workflow, the Process automation solution for Baan and non-Baan customers.

EZ-Workflow allows organizations to automate part of their ERP system related tasks, mainly those time-consuming tasks, such as human-driven approvals and engineering design changes.

EZ-Workflow provides real-time monitoring of in-progress transactions and significant savings in reducing inter-task delays. Reason to continue reading...

### Streamlining Business Processes

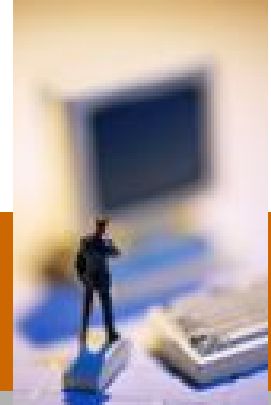


## Why is workflow management needed?

State-of-the-art workflow management is becoming increasingly important in the Internet age. In the field of e-commerce, speed and flexibility are essential. In addition to streamlining business processes, companies need to make them more amenable to change.

Today's working environments are characterized by decentralization and network infrastructures. Business processes often cross organizational, system and media boundaries. Intelligent technology is needed to create coherence and consistency in such environments. It is more important than ever for processes to be executed according to well defined business rules. Workflow management systems ensure that such rules are complied with every time.

**Collaboration with suppliers**



## Key Features of EZ-Workflow

### Online User Worklist

Browser-based, this installation free interface enables unlimited Workflow Executors to access their tasks notifications and investigate the details of the transactions.

### Task Notifications

Task notifications are scheduled and assigned to a selected user, to members of a work-team or to a role-based group of users. Notifications are sent in a real-time basis to online User Worklist, user Email, by mobile messaging (cell phones and pagers), or a custom combination of the above.

### Status and History Information

From any PC, Executors and Managers can inquire the real-time status of any work items. In addition, comprehensive history information for each workflow transaction is available online, enabling Managers to identify and resolve transaction issues even remotely.

### Zero Client Solution

The browser-based user interface eliminates the need to install proprietary client applications for tasks "Executors", reducing significantly the IT installation/maintenance cost and enabling unlimited users to contribute to the tasks execution.

### Instant Communication

For ad-hoc communication between employees working on the same objects, the EZ-Workflow Messenger gives employees the ability to post synchronous and asynchronous messages.

### Deadline Management

EZ-Workflow Deadline Management triggers Overdue Notification to the appropriate Manager when instances have been idle for a long period.

### Conditional Routing

In order to adapt to specific business logic, EZ-Workflow supports conditional routing. Work items can be routed according to specific transaction data.

## Monitor Exceptions

## Why EZ-Workflow?

### Increased speed and efficiency

- o Provides the simple, fast exchange of information you need for Internetspeed e-business processes
- o Eliminates manual process steps and reduces cycle time
- o Cuts down paperwork
- o Simplifies status tracking

### Enhanced process quality

- o Distributes work according to business rules and ensures predictable handling of tasks
- o Actively monitors deadlines and permits exception handling
- o Supplies performance metrics for continuous process improvement
- o Ensures the consistency of your business processes

### Easy integration

- o Integrates with Baan IV and Baan ERP. Open interface to legacy transaction systems.
- o Integrates users with Web browsers via standard Internet technology

EZ-Workflow gets the right information at the right time to the right people. It ensures smooth flow of information, bringing business communities and applications together across systems and organizational boundaries.

**Standardize proven practices**

## About DynaFlow Modeling & Workflow Solutions

Leader in Business Process Management in North America and Europe, DynaFlow is dedicated to providing its customers with World-Class expertise in the strategic domains of Enterprise Modeling, Knowledge Management and Workflow Automation. With key market acceptance, its EZ-Process e-Product Suite supports ERP/B2B/ISO/KM implementations and Business Process Re-engineering initiatives in various size organizations. Since 1990, DynaFlow has maintained a strong and constructive relationship with the Baan Company, with direct involvement in all critical aspects of the DEM/Workflow design & development, global training and worldwide roll-out. Initially supporting North American organizations, DynaFlow now offers full product support and Process Management services to Europe, while currently establishing presence in Asia. For more information about the EZ-Process Suite and DynaFlow, visit: [www.dynaflow-dem.com](http://www.dynaflow-dem.com).

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