Fast Easy Affordable

formatta.©
ACCESS ENTERPRISE FORMS MANAGEMENT

The Challenge

Seventy-percent of the data needed to run your organization is trapped on paper and paper equivalents such as word documents, .pdf files and printable forms. It's not making its way into the critical business systems that need it the most.

The resulting 'information gap' is costing you:

- Lost Revenue Opportunities
- Poor Customer Service
- High Operating Costs
- Lengthy Cycle Times
- Increased Compliance Risk

INFORMATION GAP

LENGTHY CYCLE TIMES
INCREASED COMPLIANCE RISK
POOR CUSTOMER SERVICE
OPERATIONAL INEFFICIENCIES
LOST REVENUE OPPORTUNITIES

The Solution

Design with *Designer*

Capture with *Filler*

Manage with *E-Forms Manager*

Approve with *E-Forms Manager*

Integrate with *E-Forms Manager*

Fill the Information Gap™ with Formatta

Formatta quickly and affordably extends the reach of applications to all users so organizations have the information they need to operate efficiently and effectively.

More than just an electronic version of a paper form, Formatta quickly captures, verifies, and moves data where it's needed most—the critical business systems you use to run your organization.

Formatta includes easy-to-use, straightforward Features That Matter™ and does not overburden your staff or users with complexity.
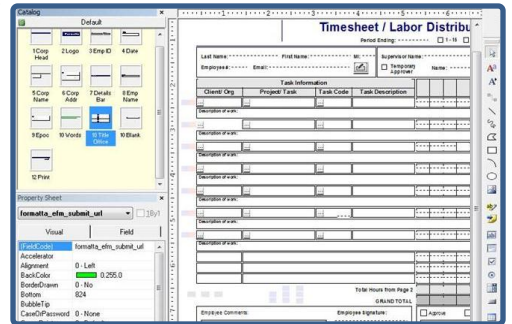
Benefits

- ▶ Shorten cycle times by electronically capturing data and integrating it immediately into core business systems
- ▶ Improve service to customers, citizens, partners, employees and by easily tracking, maintaining and responding to demands and requests
- ▶ Maximize revenues by adding more new customers and more effectively expanding existing customers
- ▶ Improve decision-making with better, more complete data
- ▶ Reduce costs and improve operational efficiency by eliminating manual, duplicative and in-accurate forms-based processes
- ▶ Support "green" paperless-based initiatives
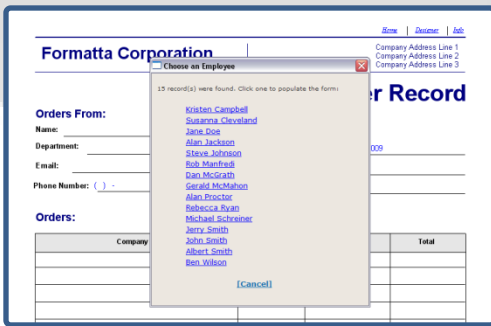
Design

With Formatta Designer, any authorized user can easily create and publish data capture screens for download and completion offline or to be launched and completed online, with no software downloads or plug-ins required. Designers need no programming skills to create Forms in Formatta, and forms can look exactly like paper-based Forms or any other familiar user interface to speed adoption and Ensure data is captured quickly and accurately. Designers can also easily add formulas, field validation, and more to ensure data is captured accurately and completely.

Designer extends the reach of enterprise applications to users who, until now, did not have a practical, cost-effective way to contribute information electronically.

Capture

Formatta enables end users to enter, save, and submit information to support any data collection requirement. Licenses are freely distributable ensuring all users, citizens, employees, and constituents have access to easy electronic data capture.

The solution gives users the freedom to access and complete forms via an Internet browser, with no software downloads or plug-ins required. Users can also download and complete forms offline, providing a practical solution to the thousands of workers, citizens, and other users who are not always connected to the network.

Approve

Formatta provides simple-to-design and simple-to-use routings to ensure data is reviewed and approved before it is moved into enterprise applications. Routings can be based on process logic, form data, and signatures.

Routing capabilities can be implemented in hours and routings can be created in minutes rather than the days and months it usually takes to implement complex workflow systems.

Integrate

Robust backend business systems data integration, using Formatta's web services integration capabilities, enables organizations to write data and forms through web service connectors to various applications and databases. Organizations typically send data captured on Formatta e-forms to HR, finance, customer service, administration and custom applications and content management systems like Documentum and SharePoint. Formatta also enables quick and easy database connectivity to systems like SQL Server, Oracle, and Sybase.