

# RAPID Workplace



Store, retrieve and electronically route tasks and content with RAPID Workplace, the powerful, easy to use, web forms based content management and business process automation system!

RAPID Workplace: Integrated content and business process management

RAPID Workplace incorporates the full functionality of Intellectus' Process Director bundled with flexible electronic content management. It uses industry standard (XML) web forms and options for full customization that decrease time spent on a task.

- ◆ Easy to deploy; all users need is a browser, the URL and an authorized login
- ◆ Scalable from the departmental to the worldwide enterprise level
- ◆ Thin client: true zero client install with no cookies, downloadable code or Active X controls
- ◆ Real-time live update of all content, processes and tasks
- ◆ Supports enterprise-wide process standardization

## Cut costs, increase efficiency

With RAPID Workplace, users conduct their work more accurately and efficiently. Tasks and mission critical content are manually or automatically routed to the appropriate users for action, with automatic email and status notifications when new work is received. Monitoring and tracking features provide managers with the assurance that the required work has been completed.

RAPID Workplace helps organizations increase their processing accuracy and control, while providing a secure audit trail that reduces support costs. RAPID Workplace helps any organization dramatically improve the productivity and overall quality of its work!

## Manage Your Content and Processes

- Flexible content management integrated with process automation
- Online access to content and tasks
- Clear, user-friendly web interface
- Secure audit trail
- Alerts and reminders throughout task routing
- Quick reference to task status

## With These Flexible Features

- XForms Application Designer
- Graphical Business Process Designer
- Electronic Content Management Repository
- Simplified Training Requirements
- Powerful Context Driven Help
- Web and Remote Client Access

RAPID Workplace allows users to select the processes they want. They can enter, store, track, and retrieve data, share reports by email groups, and make changes to any of these tasks at anytime, all with easy point and click options.

## RAPID Workplace features:

### Flexible Electronic Content Management

- ◆ Incorporates Intellectus' Content Director
- ◆ Imports content via web browser, scanner, fax, email, ftp or virtually any other source
- ◆ Stores content in its original electronic format, including .doc, .xls, .ppt, .pdf, .avi or any other file format
- ◆ Links mission critical content to tasks and automatically routes it to users

### Powerful Business Process Automation

- ◆ Incorporates Intellectus' Process Director
- ◆ Process maps are easy to create and change with drag and drop design tools
- ◆ Work is routed automatically, based on user roles, rules, data values, timers or exception handling
- ◆ Load balancing distributes workload to avoid processor slowdown
- ◆ Data can be pushed or pulled from forms and linked to external legacy databases

### Comprehensive User Features

- ◆ Manage tasks with point and click options
- ◆ Make accurate selections with guidance from clear, well-designed screens
- ◆ Work online or offline with automatic synchronization when connected
- ◆ Create custom forms with built-in web forms editor

### IT Maintainability and Security

- ◆ True zero install thin web client
- ◆ All rules and database transactions occur between servers
- ◆ Deployable in the most secure networks:

## About Intellectus, LLC.

### Intellectus Profile

Intellectus is a global innovator in Business Process Management (BPM), with unique software products for Business Process Automation and Electronic Content Management.

Intellectus provides clients in the commercial and government sectors with affordable, secure and easy to deploy solutions that scale to large enterprise requirements.

### Intellectus specializes in:

- ◆ Integrating new technology with legacy systems
- ◆ Delivering turnkey solutions
- ◆ Providing ongoing support

### Intellectus Products

Whether you need to restructure and optimize current processes, or are faced with a large-scale enterprise information management challenge, it's time you turned to the Intellectus suite of products.

### For more information contact:

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*"RAPID Workplace has significantly improved efficiencies in our visible Navy purchasing program. We are able to accurately and effectively respond to all data calls and audits alike."*

Jorge-Anne Stever, Regional Purchase Card Manager,