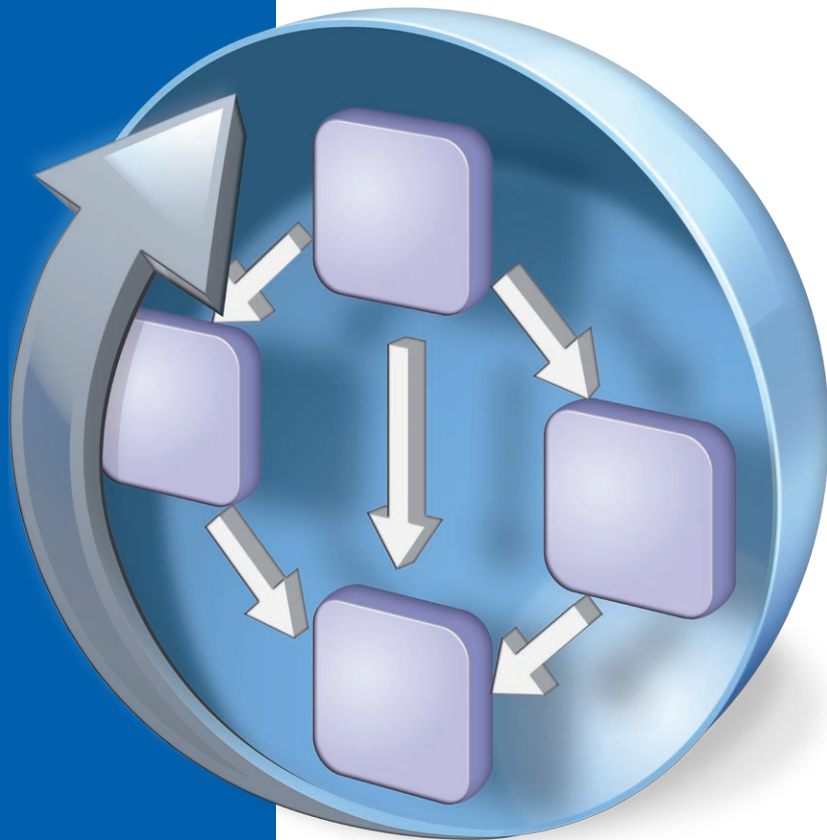


# windream BPM



**The modern software solution for  
business process management**



# The modern software solution for business process management

**Generally, modern enterprise content management systems are nowadays not only used for administering documents. They can also contribute to control automated business processes and to supervise complex business process structures. However, it is required to equip users with an adequate software with which they can generate and trace the processes efficiently.**

**Creating and optimising business processes.** With windream BPM, windream GmbH offers users a brandnew and most modern solution for administering business processes. Whether you want to process invoices, schedule projects, regard strict deadlines, or link documents to business processes – the BPM-software seamlessly interacts with the windream ECM-system and allows users to create, edit and control business processes easily and in a very flexible way. Company-specific business processes which are executed according to defined rules can be automatised completely.

**Client, server and designer – the components.** windream BPM has been designed as a client/server application and enhances the windream ECM-system by an integrated business process management software. It consists of the components

- windream BPM Client,
- windream BPM Server and
- windream BPM Designer.

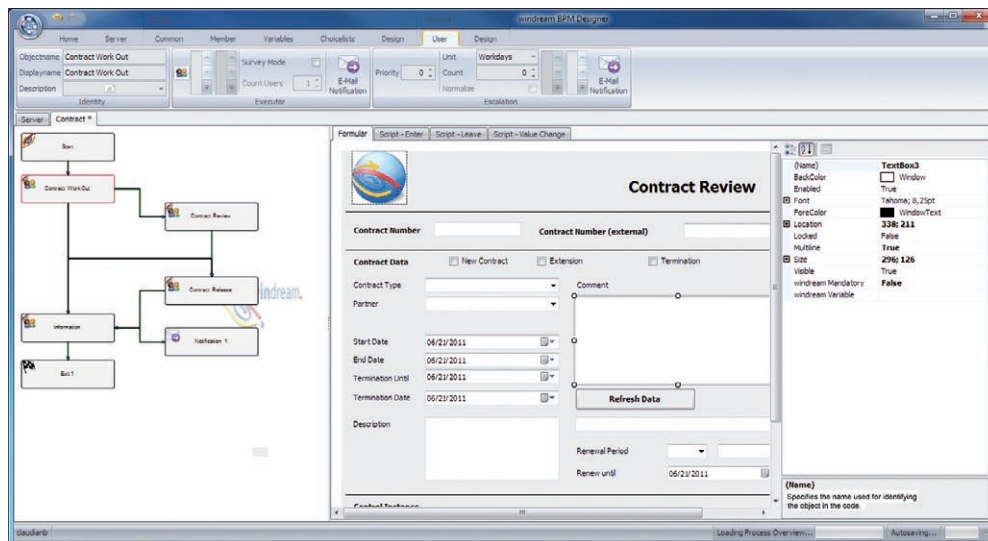
**Creating processes with the windream BPM Designer.** With the windream BPM Designer, users create descriptions of repeating business processes on the basis of an easy to handle, graphical user interface. These process descriptions, which reproduce a company's actually existing business processes on a virtual level, are started and edited in the windream BPM Client application.

The windream BPM Designer offers the following functions for process design:

- Specification of variables, constants and dropdown lists, which are displayed in every process step;
- Assignment of forms to processing steps;



- Definition of editing times and periods for the complete process and for single processing steps;
- Execution of scripts via a scripting interface, e.g. to transfer data from the BPM-system to integrated applications within a process, or to apply them from third party applications. It is also possible to process user-specific jobs (orders) automatically this way.



User interface of the windream BPM Designer

**Process design.** The application window of the windream BPM Designer is separated into three sectors:

- the folder structure,
- the work space and
- the properties.

A node is displayed in the folder structure for each process description, under which the system will insert all process steps, links, comments, forms and forms elements of processes which are created by users. These entries are created automatically as soon as a new element is added to the process description.

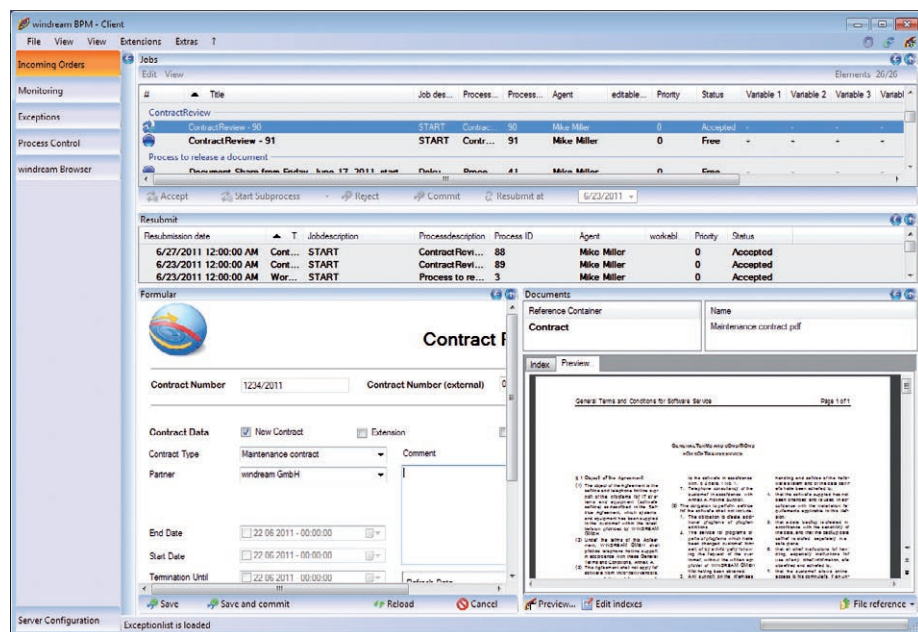


The central space of the application window serves as the work space for the graphical creation of the process model and for creating the forms connected to the processes. Starting at a specific startup point, which marks the beginning of a process description, via respective process steps up to the end of a business process, all steps to be executed are arranged in a concise and graphical work space. The connectors and branches which connect the steps by lines represent the conditions which must be fulfilled to be able to execute the following process step. The available functions may change and depend on the current work space context.

The properties of the element currently selected in the work space or in the folder structure are edited in the right application window. These can e.g. be the properties of variables and dropdown lists, or the presentation of assignments between processes, editors, controllers and period regulations. Forms elements are also determined in this environment, too.

After a process description has been created, it can first be tested and then be published. It will only be available to all authorised users officially after publication.

**The windream BPM Client.** Processes defined by the designer are started and edited via the windream BPM Client application. It provides all jobs which must be done for keeping the processes running. The windream BPM Client lists the jobs to be done in the so called list of orders. The orders are accepted here for processing and will then be forwarded to the „role“ defined in the process description.



### Incoming Orders

Further on, the BPM Client allows users to view metadata of processes, the list of associated documents and to view the properties of the documents like e.g. index criteria, versions, histories etc.

With the integrated windream DocView module for document preview, the documents associated with a process can be viewed quickly and conveniently. The windream Document Viewer has been integrated into the BPM Client in an exceedingly economical way, especially regarding the user-friendliness of the interface. On screen, the business processes to be executed as well as the documents linked to them are displayed simultaneously. Forms and resubmission data are presented by the client, too. Finally, the BPM client application also allows users to start subprocesses like e.g. requests.

**Total control.** With the windream BPM Client, users can control and evaluate still running and already finished processes in a supervision view. The evaluations are created with a report generator which can be controlled via preconfigured database queries.

**Splitscreen views.** The windream BPM Client presents jobs and orders to be processed by users in a frame which allows you to implement single modules for user interaction in a flexible way.

The application window of the windream BPM Client is separated into three different sectors. These are

- the menu bar,
- the navigation sector and
- depending on the currently selected view (e.g. incoming orders, process administration or Explorer): the different sectors for viewing and editing the contents in the respective work context. These are e.g. the list of orders and processes, the list of windream documents or the sector for presenting a form, the document preview and the window for viewing the document properties.

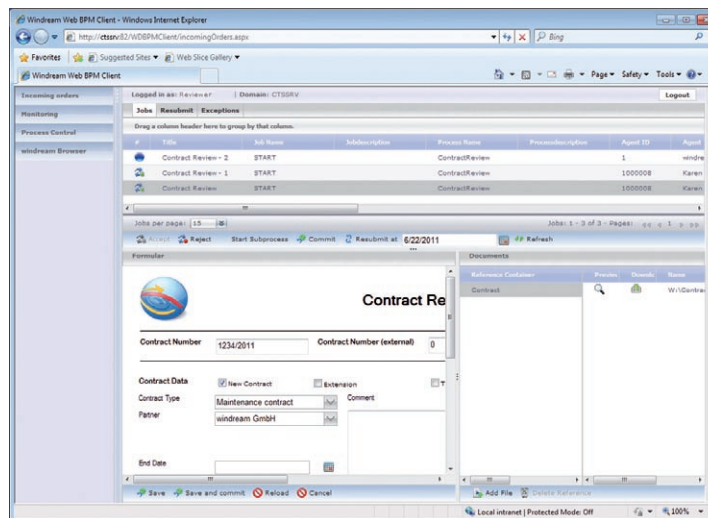
### Performance features:

- Creating, executing and controlling business processes
- Intelligent interaction between BPM- and ECM-system
- Graphical designer and forms generator
- Concise viewer for document reading
- Company-specific roles on the basis of the windream user and group administration



The modules can be shown and hidden within the frame, and their size can be changed so that you will always have an optimum view on all relevant information. The settings are saved and loaded again on next startup.

**Web integration.** The windream BPM Client Web allows you to access data of a windream BPM Server via a common web browser. This way, it is possible to edit processes completely independent of a specific location.



windream BPM Client Web

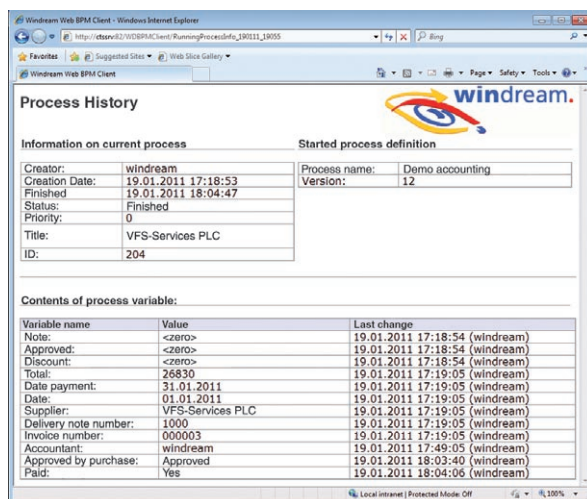
**Also via the windream Web Portal.** Furthermore, the web integration of the windream BPM-system also includes full access to the windream Web Portal in the standard as well as in the professional version windream Web Portal Pro. This web-based solution allows you to use the entire range of functions of a windream ECM-system via the internet and to access the objects saved in a windream system online. Combined with the Web Client of the windream BPM-solution, the result is a completely internet-based system, consisting of a BPM and an ECM-solution.

**Roles.** windream BPM users can take over specific roles which are assigned to them. Roles are assigned to users according to tasks and functions which they typically have to fulfill in a company, e.g. accounting, managing board, controlling etc. The roles required for executing the processes are defined on the basis of the business processes of a company and on the basis of the associated process descriptions. This way, e.g. roles of users can be defined who are authorised to take over the following tasks and process-related functions:

- Starting, Controlling, Taking responsibility, Editing.



**Consistent Documentation via Reports.** windream BPM provides users with an efficient tool for retracing processes by recording them in a detailed process history. In order to allow the tracking of running processes and the reconstruction of already completed ones, the history records all previously executed steps of a process in chronological order. This way, you can e.g. completely recapitulate the release of invoices during invoice processing. The system provides the process history in a PDF file. The information recorded by the system in this file can be configured according to your specific needs.



Information on current process		Started process definition	
Creator:	windream	Process name:	Demo accounting
Creation Date:	19.01.2011 17:18:53	Version:	12
Finished:	19.01.2011 18:04:47		
Status:	Finished		
Priority:	0		
Title:	VFS-Services PLC		
ID:	204		

Contents of process variable:		
Variable name	Value	Last change
Note:	<zero>	19.01.2011 17:18:54 (windream)
Approved:	<zero>	19.01.2011 17:18:54 (windream)
Discount:	<zero>	19.01.2011 17:18:54 (windream)
Total:	26830	19.01.2011 17:19:05 (windream)
Date payment:	31.01.2011	19.01.2011 17:19:05 (windream)
Date:	01.01.2011	19.01.2011 17:19:05 (windream)
Supplier:	VFS-Services PLC	19.01.2011 17:19:05 (windream)
Delivery note number:	1000	19.01.2011 17:19:05 (windream)
Invoice number:	000003	19.01.2011 17:19:05 (windream)
Accountant:	windream	19.01.2011 17:49:05 (windream)
Approved by purchase:	Approved	19.01.2011 18:03:40 (windream)
Paid:	Yes	19.01.2011 18:04:06 (windream)

Process History in windream BPM

**High-Capacity Ports.** windream BPM possesses open high-capacity ports. They enable experienced users to adjust the entire system individually and to modify it according to their own specific needs.

**Conclusion: Integration on top level.** With windream BPM and the windream ECM-system, users decide in favor of a completely integrated system consisting of business process management and enterprise content management, which acts on the highest technological level and which is very easy to handle. The user interface, which can be configured according to individual needs, allows editors and workflow designers to exactly adjust the system to the specific demands of their company. With the ability to reproduce real business processes on a virtual level and to automatise them completely, windream BPM supports enterprises not only in a time effective and daily handling of repeating processes, but also increases competitiveness substantially.





## Rely on the Technological Market Leader

If you plan to invest in an innovative, efficient and easy to handle ECM-system, or if you need further information on how to optimise your business processes concretely, we should get to know each other.

In the market sector of ECM-software suppliers, windream GmbH is the technologically leading manufacturer. With the windream ECM-system based on the patented Virtual File System technology (VFS), we have created an unrivaled tool for administering your complete company knowledge. Our software is easy to handle, effective, and future-proof. We have 20 years experience in successful software solutions development for enterprises of any size. Medium-sized companies and multinational corporations as well rely on our top quality products and on our technological know-how.

**Look and see!**



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