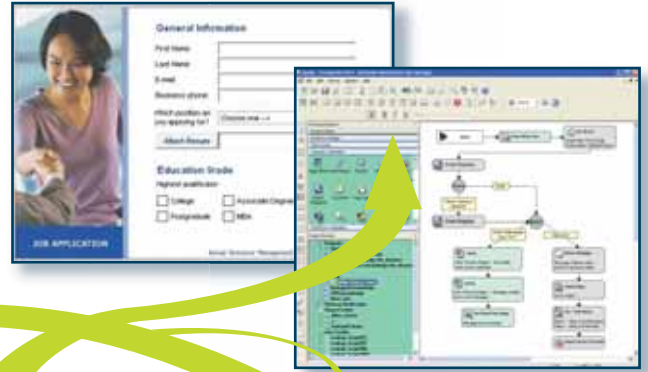
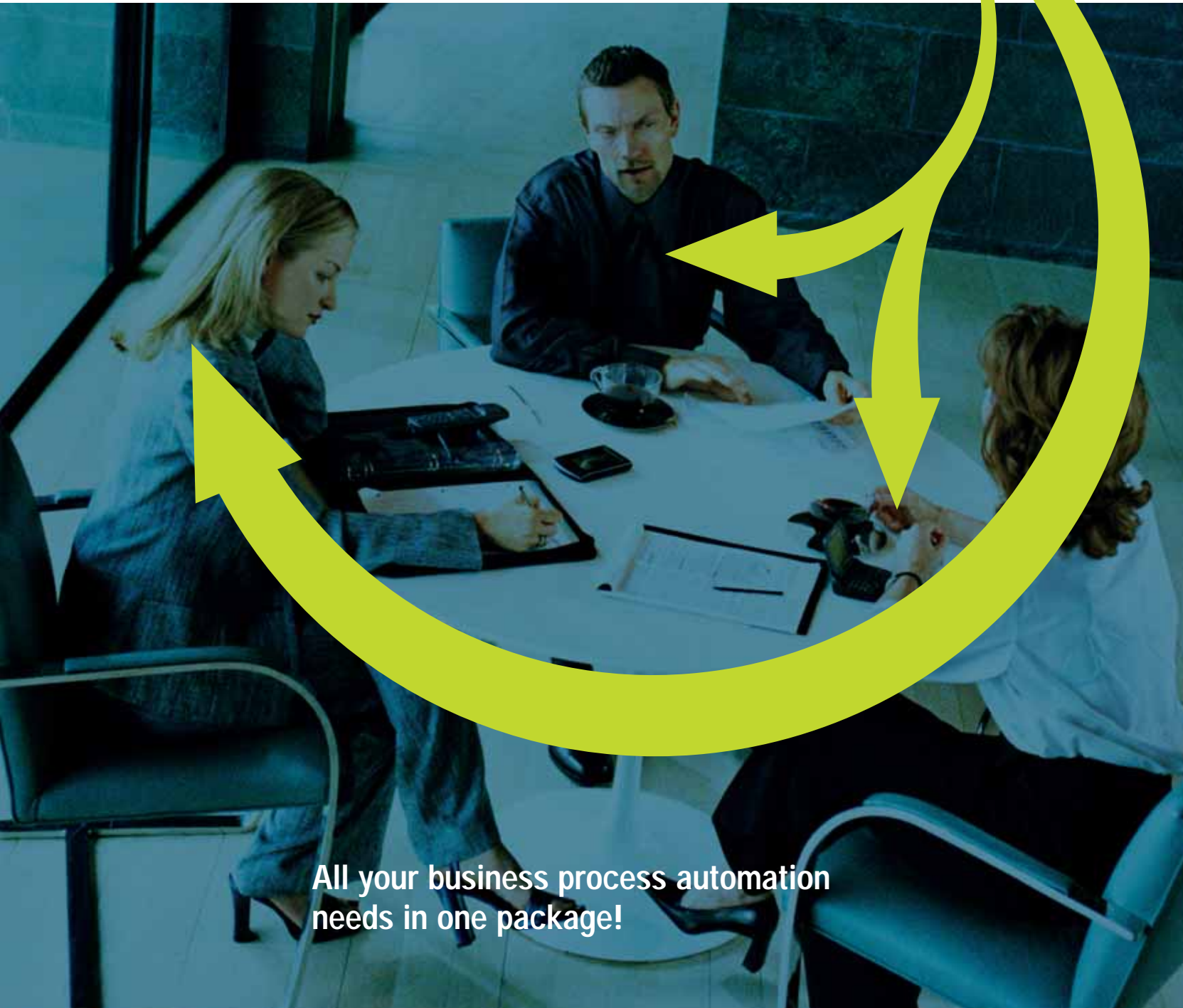


# Quask

## FormArtist workflow



eForms Driven Approvals, Workflow  
and Business Process Automation



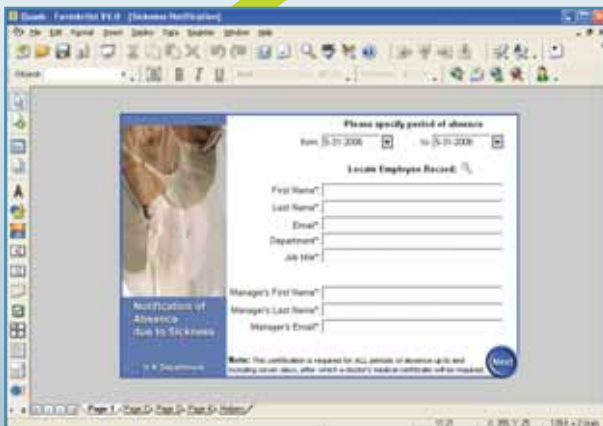
All your business process automation  
needs in one package!

# Quask

## FormArtist workflow

Dramatically reduce end-to-end process times

### Workflow & Form Design



#### FORM DESIGN

- Contains the widest range of form and data capture objects available in any package.
- WYSIWYG and drag-and-drop functionality makes this not only highly functional, but also incredibly easy to use.
- Design your forms to look exactly the way you require.

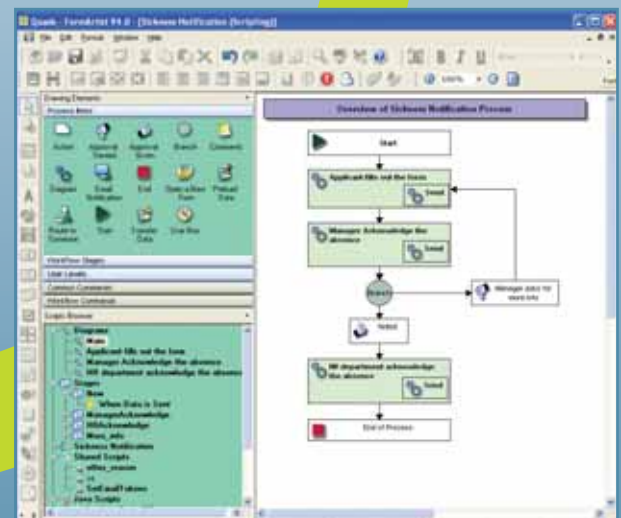
"FormArtist WorkFlow has enabled us to automate our client engagement forms and processes and save us enormous amounts of time. It is saving us a whole day in processing time per client, per form!"

DEREK WALKER, GLASSHOUSE TECHNOLOGIES INC.

## The Next Killer Application in Office Automation


Quask FormArtist WorkFlow will enable you to manage your business processes and procedures more efficiently using electronic forms - without the need to involve programmers. It is easy to get up and running and incredibly cost-effective, allowing businesses of all sizes to experience the benefits of business process automation.

FormArtist WorkFlow will easily integrate with your own databases and systems and provides full support for Microsoft SharePoint®. It is providing organizations across the world with highly measurable and rapid returns on investment and is changing the way organizations are managing their approvals, procedures and processes.



#### WORKFLOW MODELLING

- Document your business processes visually.
- Map your processes into one or several linked diagrams.



"We are seeing marked reductions in end-to-end process times and have reduced approval process times by 200%."

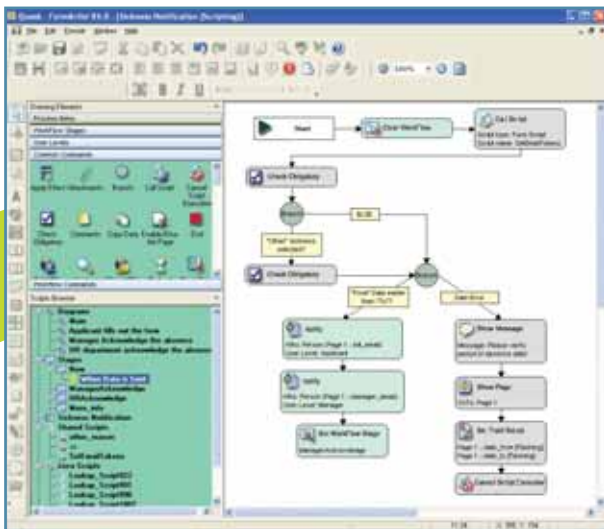
PETER FORTE,  
ANALOG DEVICES INC.

## Form design, visual scripting and workflow modelling in a single package!

- Automate processes in just a few hours!
- Dramatically reduce end-to-end process times
- Visual mapping and visual scripting of forms and processes means no coding, no pain!
- Email driven notifications, reminders and escalations
- Microsoft SharePoint® or standard browser-based forms portal
- Dashboard overview of users' forms
- Browser-based, real-time reporting and analysis
- No technical or programming skills required
- Comprehensive integration with other systems

## Any Business Process... Any Form...

Approval Forms  
Application Forms  
Administration Forms  
Registrations  
Requests  
Web Enquiry Forms  
Feedback Forms  
Surveys  
Project Management Forms  
Procurement/CapEx Forms  
Manufacturing Projects  
Compliance Processes  
Field Based Data Capture  
Document Routing  
Expense Claim Forms  
Invoice Approvals  
Purchase Order Approvals  
Order Forms...



## SETTING STATES OF FORM FIELDS

- Directly control from the Form Designer whether specific fields should be normal, read-only, hidden, flashing or shaded. This crucial, yet easy step, allows you to control how respondents see form fields at different process stages.

## VISUAL SCRIPTING

- Visual Scripting offers a totally unique way of building intelligence into forms without programming.
- Database look-ups, validations, calculations, conditional branching and much more without a single line of code.
- JavaScript functions can also be added if required.

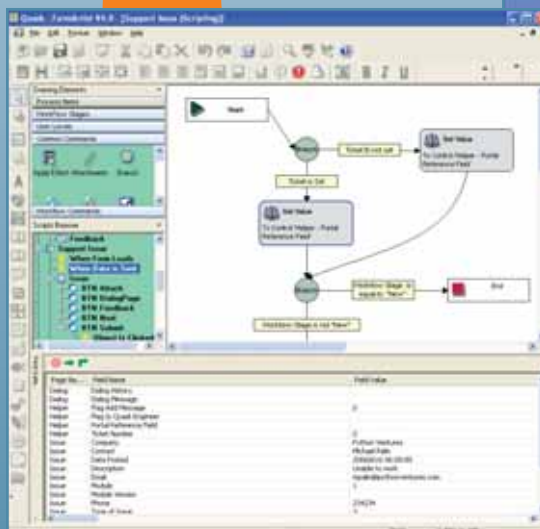
“The price point, no code development, simplicity and elegance of the FormArtist product family delivers the capability for practically anyone in any company to successfully leverage BPM on their form-based processes.”

TERRY SCHURTER, CHIEF ANALYST,  
THE BPM GROUP

## Deploying your Forms

## DEBUGGING

- Unique form debugger further reduces form application development time.
- Shows your visual scripts executing as the form runs.
- Inspect and set the value of all form fields while the form is running.



## DEPLOYMENT

- Form deployment is automated so you don't have to worry about database construction or uploading of files.
- Comprehensive Version Control allows processes and forms to be modified, tested and piloted before being switched to 'live' mode.

## Using Workflow Forms

### FILLING IN A FORM

- Users can access forms from their own websites, our WorkFlow Portal or from Microsoft SharePoint®.
- Forms run on virtually all browsers with no plug-ins required.
- Moving between pages is very fast without the need for the browser to re-load.

## ROUTING FORMS - NOTIFICATIONS, REMINDERS, ESCALATION & DELEGATION

- Notifications can be sent using any email system.
- Automatically remind users or delegate to other users.
- Emails can be configured as HTML or plain text, and form fields and links can easily be inserted.

## WORKFLOW PORTAL

- Users can locate forms as an alternative to email driven form access.
- Configure system settings, users, organizational positions and locations.
- 'Dashboard' gives users snap-shot view of forms that require processing.

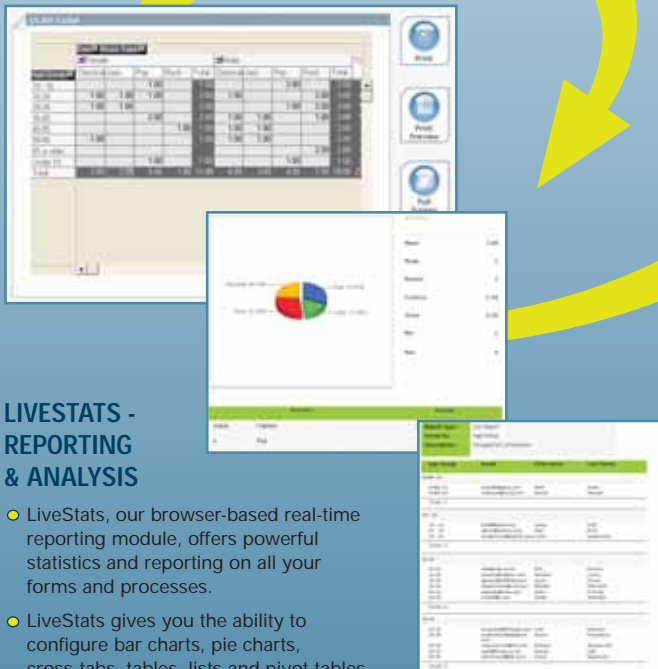
"In the first year of using FormArtist, we have decreased our administrative costs by 31%, our processing costs by 32%, have saved \$30,000 and anticipate even bigger savings next year!"

NINA NEWBERY, ROYAL COLLEGE OF PHYSICIANS

## Reporting & Analysis

### LIVESTATS - REPORTING & ANALYSIS

- LiveStats, our browser-based real-time reporting module, offers powerful statistics and reporting on all your forms and processes.
- LiveStats gives you the ability to configure bar charts, pie charts, cross-tabs, tables, lists and pivot tables.



### AUDIT

- Our Audit plug-in provides a full audit trail of all changes made to form instances.
- It notes which fields have been changed, at what date and time, by whom, and the field value before and after the change.
- This feature provides valuable support for Compliance and SOX type applications.

## Support for Microsoft SharePoint®



Partner Portal

A SharePoint administrator can easily add Quask Web Parts to a SharePoint page to display forms and their instances. You can also perform

searches as well as creating new form instances.

Other Web Parts allow users, for example, to view



Web Part Properties

LiveStats report items, such as pie and bar charts, cross-tabs, lists, pivot tables and exports.

The Partner Portal screenshot above illustrates how three Quask Web Parts have been inserted into a page, allowing distinct lists for Opportunities, Sales and Support Issue forms.

In the screenshot on the left, you can see how an administrator configures the 'MyForms' Web Part.

## Quask FormArtist Free Edition

Our Free Edition comes with all the features described above. Moving from the Free Edition forms repository to the full-blown FormArtist WorkFlow forms-driven workflow solution is easy - all you need is a license key!

SharePoint is a registered trademark of Microsoft Corporation in the United States and/or other countries.



## Bespoke Workflow Solutions

If you want to outsource the automation of your business processes, Quask and its worldwide network of Partners can do this for you. Simply provide us with a specification of the processes and forms you require automating and we'll develop and implement a solution tailored to your exact requirements. You'll be surprised at how quickly you'll be up and running!

## Quask Forms - not only Attractive, but Intelligent!



Contact us for a personal web demo of FormArtist WorkFlow



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