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## Highlighted Features

- Workflow designer allows users to map business processes using an extremely friendly user interface built on nodes and links
- Supports adhoc routing of documents
- Different escalation and notification properties can be set
- Supports Form based workflows
- Form designer allows the creation of dynamic HTML forms
- Enables creation of different types of nodes based on User, Role, Group etc.
- Documents opened in the Universal Viewer which supports the viewing of 150 different file formats
- Different types of Annotations can be added to the documents which include Highlighting, Straight Lines, Free Hand lines, Sticky Notes, Redaction, Rectangles etc.
- Additional documents can be attached to the documents in the workflow which can be viewed as a compound document with annotation support for the attached documents as well.
- Various types of status reports can be generated

### 1 General Features:

- ViciFlow is a comprehensive Business Process Management solution that works in network environment with support for multiple users and can be deployed over LAN/WAN/Internet.
- The software works on PCs running any windows operating system like Window XP, 7, 8
- ViciFlow is compatible with any ODBC compliant database like SQL Server, Oracle etc. Based on client preferences, software can be configured with any of these databases.
- ViciFlow is a web based .NET application with a user friendly and user intuitive interface.
- Has support for Named users and concurrent users.

## 2 Workflow Designer:

- Workflow designer allows the users to create custom workflow templates with predefined routes with an extremely friendly user interface, which supports drag and drop.
- There are two main items in the workflow definition - Nodes and Links. Users or groups can be attached to the Nodes and the Actions taken by the users as part of the workflow are termed as links between the nodes.
- There is no restriction on no. of nodes and links that can be created as part of the workflow.
- The designer supports the creation of 'Fixed' as well as 'Flexible' workflows. In Flexible flows the user can decide where the documents should be routed to after the processing is complete at that node.
- Different escalation and notification properties can be set for the workflow enabling the users know about the status of the workflow job. The notifications are done by sending out emails to the corresponding users defined in the properties of the nodes.
- Along with document based workflows, the Workflow engine supports Form based workflows, where in HTML forms can be designed. These forms can be routed either through a fixed workflow or a flexi flow.
- The form designer allows the creation of dynamic HTML forms with different fields like static text, Input boxes, list boxes, tables, drop down boxes, font, color indentation formatting etc.
- The workflow designer supports the creation of different types of nodes like User, Role, Group, Any, Supervisor etc.

## 3 Workflow Handler:

- Workflow Handler is the application which will be used by users for processing the documents which are part of the workflow.
- Supports the addition of documents from the ViciDocs repository so that the documents can be routed across different users depending on the workflow definition.
- Supports the instantiation of forms dynamically for entering data and having the form routed through different users of the workflow definition.
- Can create a adhoc workflow even within a fixed workflow which provides flexibility of routing.
- Supports the white hall system with the comments on the left hand side and the actual documents displayed on the right hand side.
- The documents in the workflow will be opened in the Universal Viewer which supports the viewing of multiple file formats like Word, Excel, Powerpoint, PDF, Tiff, Jpeg, Text.
- The viewer supports multiple Imaging features like Zoom In, Zoom Out, Rotation, navigation across the pages etc.
- Different types of Annotations can be added to the documents which include Highlighting, Straight Lines, Free Hand lines, Sticky Notes, Redaction, Rectangles etc.
- Additional documents can be attached to the documents in the workflow which can be viewed as a compound document with annotation support for the attached documents as well.
- Different types of status reports can be generated to know about the status of the different workflow jobs.

## Integration

Vicisoft also provides a comprehensive integration module, where in the documents stored in the repository can be retrieved from home grown solutions through .NET interfaces.

**For a quick scan to see what we can do for your organisation please contact us.**