

# Building Blocks for Better Business

Successfully Manage Documents and Automate Critical Business Processes

5280 Solutions

## A Real World Solution



5280 Solutions building blocks enable businesses to expand their automation into multiple departments. Delivered over a Microsoft SharePoint® foundation, the following components build on one another for further visibility and control:



**Batch and Transactional Scanning and Filing.** Capture components need to be easy to configure, use, and maintain while blending into the business flow. There's no one-size-fits-all answer, so 5280 Solutions determines the best option for your operation needs.

**Workflow.** The key to automating business processes is the ability to dynamically assign and transfer work electronically while combining those processes with documents and data. Electronic forms for intuitive user participation, easy integration with external system such as ERPs, and easy to configure business rules are key features of our workflow.

**Reporting, Search, and Visualization.** Your business will improve response time, control, and accuracy with instant document search, active process statuses, data anomaly detection and notification, workflow metrics, and offline analysis.

**Business Systems Integration.** Integrating business processes and systems with document filing and searching provides immediate efficiencies without negative impact to the existing business processes. Our integration components provide indexing and searching directly from screens, web pages, and user desktops—without intrusive programming. Other access methods offered by 5280 Solutions provide system integration on the back-end.

These four blocks build a supportive environment where businesses can successfully manage documents, automate critical business processes, and visualize critical indicators within their existing business platform—resulting in optimized processing.

## Improved Everyday Processes

Virtually every business process can benefit from automation. Several key examples in addition to AP invoice automation that can be improved and streamlined by applying the Building Blocks are identified below.

### Employee Onboarding

The onboarding process—with forms, documents, and workflows—can take more than a month to complete without an automated solution. 5280 Solutions' building blocks provide quick integration between Human Resource management systems and SharePoint to optimize employee productivity, while preserving required confidentiality, by providing:

- HR to SharePoint document and data filing integration

- The ability to immediately find employee-related documents related to onboarding, subsequent employment, or separation events

- Extensible and secure workflow that further integrates the existing HR system with SharePoint for purposes of onboarding approvals and required network, wellness, and payroll setup tasks

- Visibility across all onboarding processes to ensure service level compliance and spot issues in meeting these objectives

### Expense Reporting

Many similarities exist between expense reporting and invoice processing—often Dynamic Payables™ clients utilize the Building Blocks to provide expense report processing. This framework, partnered with Dynamic Filer™, builds and extends to an expense management solution, inviting configuration via document filing, scanning, workflow, and business systems integration.

### Contracts Management

5280 Solutions' Building Blocks, extending SharePoint, deliver a powerful answer to most organization's lifecycle management requirements. SharePoint delivers secure document management with version control, advanced collaboration and search, controlled visibility, implicit alerting, publishing, and records management. 5280 Solutions extends SharePoint's content management capabilities to provide:

- Unique ways to capture and link executed contracts to the original drafts

- Connectivity to existing contract management, ERP, or CRM solutions

- Advanced workflow for unlimited event, approval, and contract specific terms management throughout the lifecycle

- Holistic contract and related financial reporting and payments tracking

- ERP adapters for enhanced contract terms visibility, payment management, and use within the workflow rule set

Find your solution at [www.5280SharePoint.com](http://www.5280SharePoint.com) or by calling 877.677.5280.

