

EZIFlow 3.0 Technical Specifications

The flexible document workflow management system, built on the Microsoft .Net platform to provide a simple to use yet powerful workflow capabilities to organizations seeking to automate and streamline their document centered work processes.

New in EZIFlow 3.0

- An entirely new Web-AJAX powered user workspace that eliminates the need for client- side installations.
- Full x64 support.
- New EZIFlow ASPX Visual Studio controls library allows developers to easily build workflow enabled applications.
- PDF forms support.
- MS Office (MS Word + MS Excel) documents as forms.
- Process template versioning support.
- Substantial database size and performance enhancements.
- Enhanced Ad-Hoc workflows + ad-hoc, actors chat control.
- Individual data validation per single arrow.
- Combined digital and image (visual) signature control.
- Much enhanced Activity page.
- New drop down list support for text variables.
- Enhanced workload distribution with group manager tag.
- Many small enhancements and additions.

General information:

- Fully multilingual (Arabic / English), localization includes designer interface, web control panel, web user workspace and engine systems messages.
- Scalable n-tier architecture.
- Web based control panel and user workspace.
- APIs for easy integration in multiple environments.
- Oracle and MS-SQL Server database support.
- Powerful email agents.
- Seamless Integration with third party systems.
- Support both Gregorian and Hijri (Umm Al-Qura and System) calendars.
- Automatic job load balancing.
- Email and SMS personalized notifications.
- Ad-Hoc process management.
- Seamless integration with ArcMate Enterprise document management system.

Process Design:

- Define visual models of work processes.
- Enable flow to follow different paths through conditional logic.
- Conditions can be programmable scripts.
- Process designers can work off-line and connect and upload templates later.
- No programming or scripting is necessary for core features.
- Simplified management and manipulation of process variables.
- Assign absolute or relative time limits to individual activities.
- Assign absolute or relative time limits for process completion.

- Parallel routing with splitters and joiners.
- Asynchronous step completion in processes.
- Sub-processes executed synchronously or asynchronously with a two-way data interchange between parent and child processes.
- Generate special notifications during process flow.
- Escalation of late processes.
- E-mail notification of system events.
- System events / event handlers: on start, on end, on execute, on timer,
- Free scripts in event handlers allow programmers to write custom designed handlers.
- Process global data variables of many types (text, numeric, file attachment, digital and image signature, chat box)
- Variables can be mandatory, protected or hidden in certain activities.
- The ability to simulate and test-run processes from within the graphical designer interface.

Calendars and working hours

- Multiple calendars and working hours support for individual processes and activities.
- All system timers and productivity reports are based on the defined calendars.

Users management and security

- The ability to manage different users and groups.
- Special administrative privileges to users and groups.
- The system is able to set expiry times for user accounts.
- Active directory integration and single log-in support.

Web administration

- Process templates upload and download.
- Monitor Instances.
- Manage access rights.
- Manage workloads.
- Easy activation/deactivation of processes.
- Force completion of steps.
- Pull tasks from queues for immediate assignment.
- View and change task recipients.
- Delegate tasks to other users.
- Abort process instances.

Auditing

- Instance activity report
- View / Manage log files
- Export audit trail data to XML format
- Simple and extended log views
- Graphical display of instance current status

Reporting

- Process reports show minimum, maximum and average time of execution for process activities.
- User reports show users' productivity (min, max and average execution time) for all processes / activities
- Data reports show process variables (data) tables for all processes for data analysis.

Organizational chart

- Definition of the organization hierarchy.
- Hierarchy can be either imported or dynamically linked to an external source (like Microsoft Exchange Server) for instant synchronization.

Web user workspace

- EZIFlow provides a simple to use AJAX-enabled web interface that shows and organizes user tasks.
- Prioritized task list.
- User defined folder views and job categorization.
- Automatic refresh to pull incoming tasks from the workflow engine.
- Individual user choice of interface language and screen layout.
- Manage delegation.
- Set users status (Available / Unavailable).

Email and SMS Tags

- All process information and objects (Dynamic as well as static) can be tagged in mail and SMS messages to produce sophisticated personalized and to-the-point messages.
- Tags include direct links to process forms and graphics status monitoring pages.

Forms

- EZIFlow can use forms designed in any HTML form designer for browser based operation.
- Multipage forms support.
- The ability to define separate screen and printer properties of the same form.
- The ability to scan, edit, stamp and print images from web forms.
- The ability to save the form as a standard image file for permanent archival.
- Standard PDF forms support with variable mapping between process data and form fields.
- The ability to use MS Word and MS Excel documents as forms and map process variables to these forms.
- The ability to use customized Windows applications as advanced front end user interface and forms.
- The comprehensive ASPX EZIFlow controls library enables MS Visual Studio developers to easily build customized workflow enabled web applications.

Workflow Engine

- Custom code driven process initiation.
- Process initiation from email messages.
- Automatic server startup and recovery.
- Centralized server side database connectivity.
- Flexible handling of installation of new processes.
- Process template versioning support.
- Secure file storage.
- Digital signatures ensure data authenticity.
- The system provides the ability to keep snapshots of running instances with the ability to rollback to any previous state of the instance.

System Integration

- Function set includes all the functionality of the workflow engine

- Two full integration APIs:
 - XML Web service interface for cross platform integration.
 - Dot Net object API for easy integration with MS .Net applications and systems.
- System event handlers can be scripted to interface with any third party system.