



IBM FileNet eForms for IBM FileNet P8

Overview

IBM FileNet eForms is a Web-based forms management solution that integrates directly with IBM FileNet Content Manager and IBM FileNet Business Process Manager to add an intuitive forms-based user interface for managing mission-critical business processes and content.

Enterprises rely on effective business processes to maintain a competitive advantage and high-quality standards. These business processes begin and end with the collection and presentation of structured information – forms. Today, electronic forms or e-forms enable companies to intuitively and automatically format, aggregate, manage and process content to drive critical business processes and other transactions throughout the enterprise. As a result, e-forms are now being viewed as yet another fundamental element of critical business content requiring advanced versioning, library services and process management capabilities as part of a larger Enterprise Content Management (ECM) solution. In addition, business processes themselves are becoming more complex, requiring e-forms to provide more sophisticated internal logic, routing and integration options with critical business applications.

E-forms enable users to create and manage online forms that appear the same as hard copy paper forms, yet are more advanced, easier to use, and are less costly to implement. E-forms help reduce data entry time, improve data accuracy, and are the first step in streamlining and accelerating transaction processing.

For organizations to get the most out of their e-forms initiatives, e-forms must allow content to be easily developed, managed and repurposed throughout the enterprise for greater efficiency.

Additionally, e-forms must support advanced security and use authentication, providing audit trails to meet regulatory and other compliance mandates. Moreover, e-forms must be easy to use and access to encourage knowledge workers to embrace their use within the organization.

Organizations are meeting these challenges, and realizing a true competitive edge by leveraging the power of e-forms to improve organizational responsiveness, reduce cycle time and reduce operating costs. These organizations are accomplishing all of this and more with IBM FileNet eForms.

Accelerate the Speed of Business

IBM FileNet eForms is a Web-based forms management solution that integrates directly with IBM FileNet Content Manager and IBM FileNet Business Process Manager to add an intuitive forms-based user interface for managing mission-critical business processes and content. As a result, organizations accelerate the speed of business and get more work done right – the first time.

eForms helps users create clear, intuitive, highly automated and intelligent eForms quickly and easily, without extensive Web development or JavaScript experience. eForms can look exactly like the paper forms that are familiar to users, while capitalizing on electronic automation, XML data-sharing, and enterprise security.

This encourages user acceptance and enables employees to participate in business processes through a powerful, yet easy to use work environment.

eForms integrates with an enterprise's existing infrastructure and provides powerful HTML-based e-forms to ensure forms are accessible (and up-to-date) across a variety of operating systems and browsers. eForms supports digital signature security and user authentication, and provides audit trails and form tracking. This allows organizations to control access to vital data, ensure accountability and help meet regulatory compliance requirements.

Combining Content, Process and Connectivity to Gain a Competitive Edge

eForms is based on the IBM FileNet P8 architecture, which offers enterprise-level scalability and flexibility to handle the most complex forms and process challenges, and integration to all your existing business systems. eForms uniquely combines content, process and connectivity to more accurately model desired business processes across your entire enterprise.

eForms' XML-based forms management environment seamlessly integrates with P8 to add an intuitive forms-based user interface for managing mission-critical processes, content and transaction data. When combined with Business Process

Manager and Content Manager, eForms extends the value and power of ECM by effectively managing eForms and associated data along with other types of business content.

As the front-end user interface to business processes, eForms provides users with an intuitive point-and-click forms interface that supports digital signatures for security and authentication. As a result, eForms simplifies complex processes, delivers long-term operational efficiency, and ensures rapid deployment through a visually rich environment.

Features and Benefits

Easy-to-Use and Powerful Design

Environment: Creates a familiar user experience because it is modeled on graphic design software. No HTML or Windows user interface coding or back-end scripts are required.

Existing paper processes are easily replicated with a single point-and-click user interface for enterprise-wide eForms design.

Comprehensive Forms Management

Support: When combined with Content Manager, eForms allows users to take advantage of advanced versioning, check-in/check-out, search and tracking of forms.

Includes a method of storing template and data separately for efficient use of system storage capacity.

Sophisticated Process Management

Support: Allows electronic forms to be routed, received and processed instantly, greatly accelerating any business process with its tight process and content integration when combined with Business Process Manager. Utilizes out-of-the-box integration to leverage such features as eFormcentric step processors, workflow data field mapping, process timing and synchronization, submaps, complex workflow support, and "WaitForCondition" to accelerate how work gets done.

Out-of-the-box Intelligence: Allows form designers to configure database lookups, data validation, and advanced calculations, all with a click of the mouse.

Data Validation: Reduces time spent completing forms and eliminates costs associated with errors by validating data. Also improves efficiency and minimizes the high cost of exception handling resulting for data input errors. Validation happens immediately in the user's web browser and can catch common errors such as not entering a required field, incorrect data type, or entering incorrect data based on other data previously entered into the form.

Offline eForms: Allows users to take blank forms offline and fill them out while disconnected from the network. Once the form data is brought back online, its processes are launched automatically.

Technical Specifications

■ Works With

- *IBM FileNet Content Manager*
- *IBM FileNet Business Process Manager*
- *IBM FileNet Business Process Framework*

Client Requirements

■ Hardware

- *Intel or compatible Pentium 90 MHZ Processor*
- *32 MB RAM*

■ Software

- *Microsoft NT 4.0 Workstation*
- *Microsoft Windows 2000*
- *Microsoft XP Professional*

■ Browsers

- *Microsoft Internet Explorer 5.x*

Server Requirements

■ Application Servers

- *BEA WebLogic*
- *IBM WebSphere*

■ Operating Systems

- *IBM AIX 5.2/5.3*
- *Microsoft Windows 2003*
- *Sun Solaris 9/10*
- *HP-UX 11i*
- *Red Hat Linux AS 4.0*

Pure HTML eForms: Eliminates the need to distribute third-party software or plug-ins to every form user because HTML eForms can be used inside the Web browser.

Electronic Audit Trail: Allows eForms to be routed, saved and tracked as they proceed through the business process. Accurate, high fidelity PDF copies can be generated at any stage for document storage or printing.

Security: Full integration with the P8 authentication services ensures forms are only accessed by authorized users. **Version Control:** Ensures all users have access to the most current and approved forms with complete and comprehensive version control and library services when combined with Content Manager.

Database Connectivity: Easily configure database lookup and submit using such standards as HTTP, JDBC or ODBC.

XML Documents: Promotes easy data exchange with other business applications because online eForms and form data are stored in XML format. Also promotes wide accessibility and distribution with on-demand rendering in HTML or PDF.

Digital Security and Authentication:

Supports both Microsoft Crypto API for digital security based on Public Key Infrastructure (PKI) and cryptography. It also offers I-Sign™, eForms' own low overhead electronic signatures to enable organizations to utilize existing IBM authentication for lightweight signing purposes.

Powerful Customization Options:

Allows solution authors to customize the form's user interface ensuring it is as intuitive as possible. Advanced authors can even leverage eForm's client-side JavaScript and server-side Java APIs, allowing additional customization and integration possibilities.



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Silicon Valley Laboratory
555 Bailey Avenue
San Jose, CA 95141
U.S.A.

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