

# **WEBCON Business Process Suite 8.2**

## **Summary of changes and new functionalities**



**Publication date: June 18th, 2015.**



*With the release of the new version of the **WEBCON BPS** we introduce series of new functionalities and enhancements as a response to the needs of our clients and Partners all over the world. We believe that the new release will enable enterprises to optimize their business processes more efficiently, and the individual employees to use the platform in a convenient and intuitive way.*

*We encourage you to acquaint yourself with this document, which gathers a description of the new functionalities making their debut in WEBCON BPS 8.2, as well as those that have been significantly enhanced compared to the previous versions.*

## **Brief overview of main changes**

### **Brand new mobile apps**

Completely new mobile apps which stun with design and surprise with design.

### **Integration with Office 365**

Advanced business applications in cloud? Now it's possible!

### **Comprehensive tasks and attachments management**

All options to keep your tasks and files in order just one click away.

### **Intelligent OCR and document management**

Feel the power of neural networks.

### **Digital signature support**

Additional security layer. Digital signatures and ways to verify them.

### **Execution of PowerShell scripts**

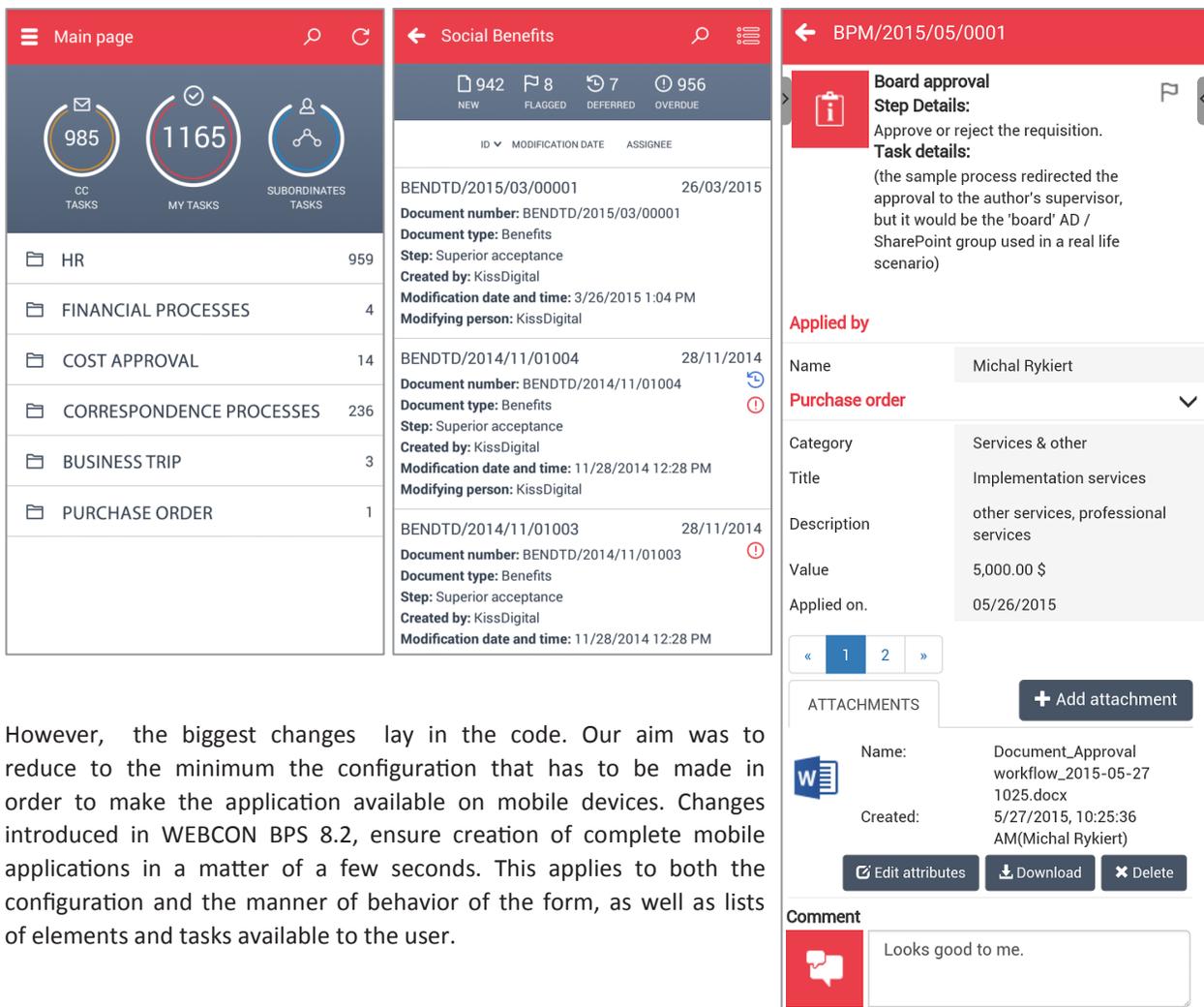
Another dimension of IT management from the level of workflow.

### **Essential functional improvements**

Series of other functionalities introduced to manage the system even more effectively.

## Brand new mobile apps

The new release of the system sees the debut of completely new mobile applications dedicated for devices based on Android, iOS as well as Windows Phone and Windows 8. The most visible change is obviously their graphic look and feel. It has been designed from scratch, based on users' preferences and the currently prevailing trends. Importantly, the appearance of the application is the same regardless of the operating system on the mobile device.



However, the biggest changes lay in the code. Our aim was to reduce to the minimum the configuration that has to be made in order to make the application available on mobile devices. Changes introduced in WEBCON BPS 8.2, ensure creation of complete mobile applications in a matter of a few seconds. This applies to both the configuration and the manner of behavior of the form, as well as lists of elements and tasks available to the user.

In the latest release of WEBCON BPS, configuration of SharePoint sites (e.g. with regard to webparts for displaying lists of tasks and documents or launching processes) is automatically migrated to the mobile application. At last it is possible to fully adjust the scope and order of information items displayed on the lists of tasks.

The changes in handling forms are focused on their standardization (same look on various operating systems) and preparation for handling both actions defined in workflow (e.g. generation of a Word file) and JavaScripts (e.g. for validation of dates or hiding fields).

From the technical point of view, the new WEBCON BPS mobile applications have been created in a hybrid model that combines the advantages of native applications and content rendering with the use of HTML5 with the aid of Webview. Such combination enables comfortable use of WEBCON BPS on any portable device (smartphone, tablet) and maintaining the dynamics of the forms.

**Use case:**

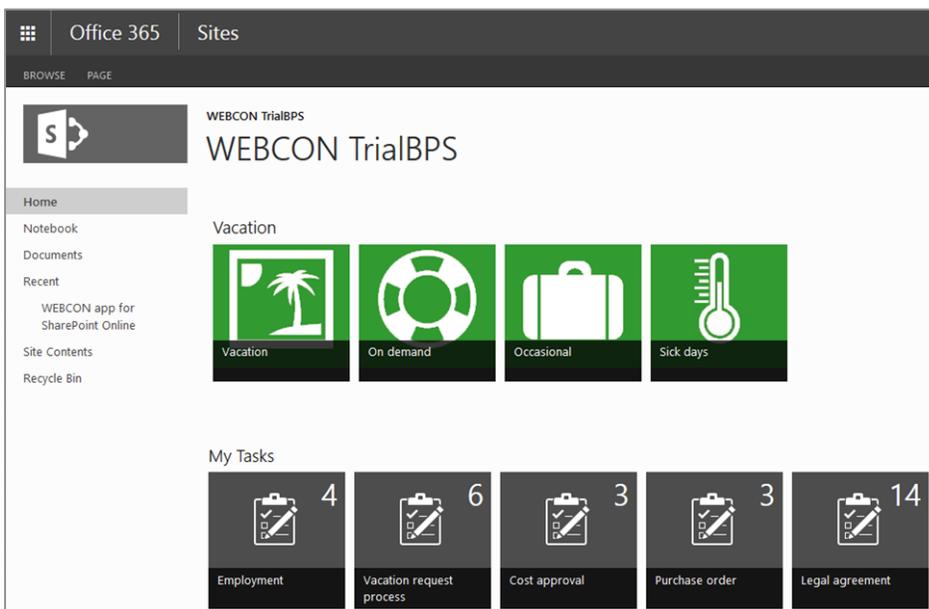
Thanks to the capabilities of the new applications, decision-makers (e.g. board members) can use mobile devices to view customized lists of tasks based on their individual needs, e.g. the list of only those contracts that are in the phase of final approval. After looking through the details, with just one click, the system makes it possible to convert the file in the PDF format and then to make the final approval in the workflow and to send the document to the contractor.

## Integration with Office 365

With the new version of WEBCON BPS we have introduced additional mechanisms enhancing integration with Microsoft Office 365. The most important of them are the apps available from the level of Office Store. They allow for:

- displaying the number of the user's tasks on the SharePoint Online site,
- displaying the list of the user's tasks or documents directly on the SharePoint Online site,
- displaying the list of processes that the user may initiate.

Additionally, we have also expanded the mechanisms of user authorization and logging into the system. Due to the application of the Single Sign-On mechanism using the SAML), the system now requires a single log in, and the transition between instances in Office 365 and on-premises is accomplished seamlessly.

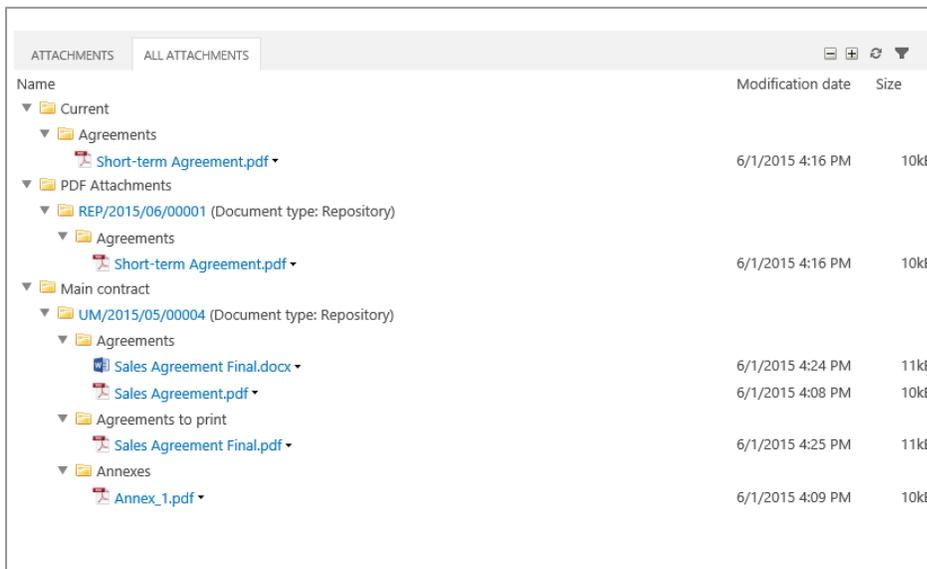


From the technical side, installation is carried out in a hybrid model displaying some of the elements of the user interface directly on the Office 365 site. The application server of the system is located in on-premises installation or in a so-called private cloud (hosting centers, Microsoft Azure, etc.).

## Comprehensive tasks and attachments management

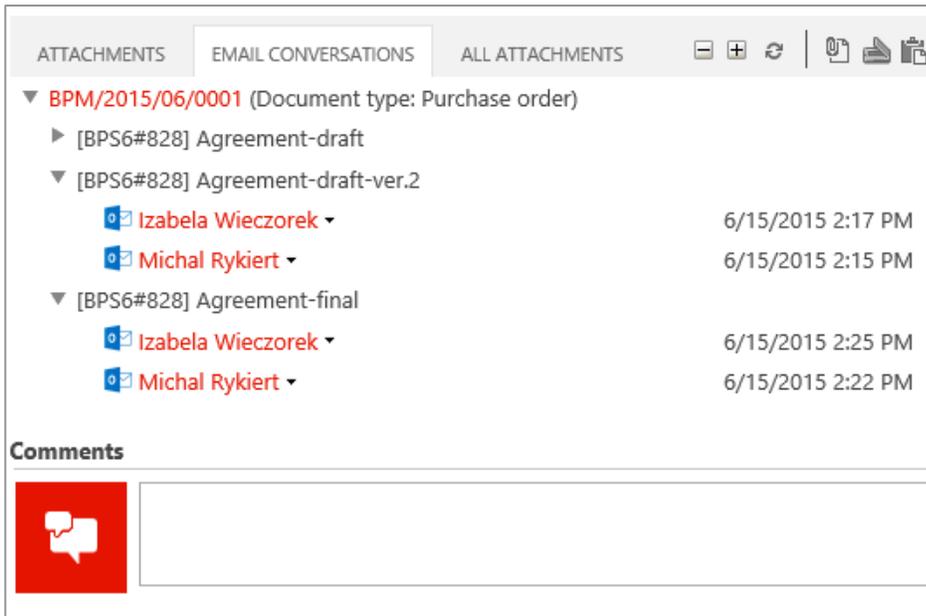
In order to meet the users' expectations, we also introduced improvements in the scope of the functionality and ergonomics of forms. The most distinctive change is the rebuilding of the attachment area. At present, it enables even more effective management of both the files attached to the workflow and the email correspondence.

In WEBCON BPS 8.2 there also appeared a new tab: "all attachments" thanks to which it is possible to display both the files attached to the current element and those from the parent and child workflows. A new feature is the possibility of defining up to three virtual folders that can be used to display additional related attachments (according to

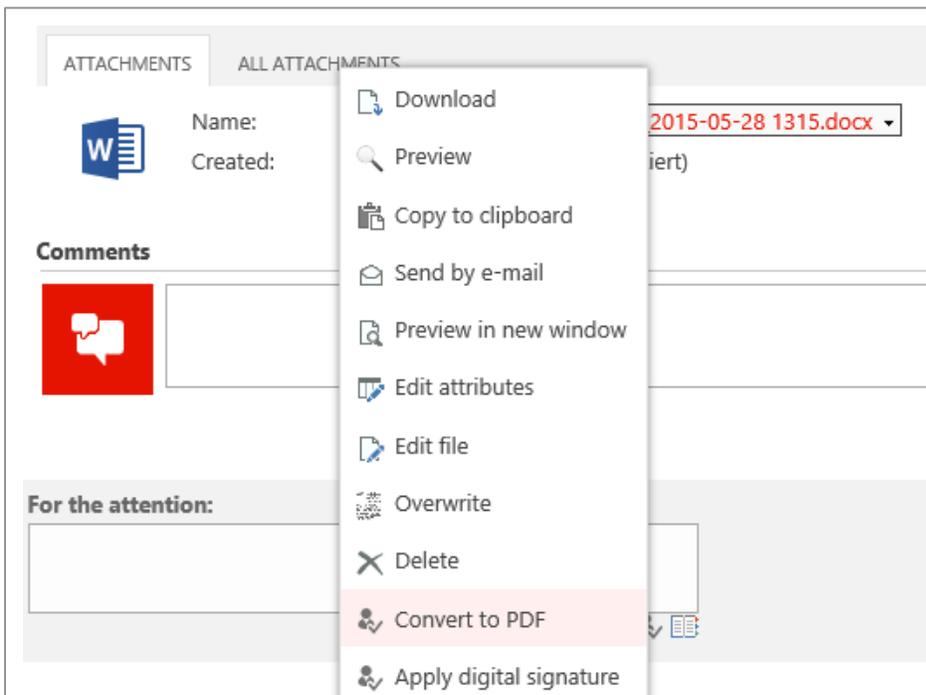


the system configuration). We have also added the option of filtering attachments as well as expanding and collapsing the tree view.

Another new functionality of the attachment area is the possibility of displaying email messages attached to workflow element. These are presented in an ordered manner in the form of a conversation tree (similarly as in the case of Microsoft Outlook). This functionality is particularly useful combined with use of the WEBCON BPS Outlook Add-In.



An expected innovation that we make available in version 8.2 is also the new action of converting Word files to the PDF format. Now only a single click on the attachment is required to convert a .doc or .docx file to the .pdf format. Thanks to this, users save the precious time that would otherwise have to be spent on downloading a file to the hard drive, converting it manually and then attaching again to the workflow.



Version 8.2 also introduces new possibilities with regard to signing documents and these are further discussed later in this document. From the perspective of the end user, in the attachment area it is possible both to apply digital signature to a selected document and to verify the signatures. WEBCON BPS 8.2 supports certificates from the Windows Certificate Store as well as the external service ARX CoSign.

**Use case:**

WEBCON BPS' extensive possibilities of managing files enable comprehensive management of documents at each stage of their life-cycle. One of the most vivid examples of where all of the functionalities in the above mentioned scope can be used is the agreement process. Described below are the most common stages of agreement processing along with the WEBCON BPS functionalities that are capable of supporting them:

- 1. Creating an agreement** – after the button is clicked, the system will allow a document to be generated based on a Word template defined with WEBCON BPS Word Add-In.
- 2. Signing the document** – after completing approval process within the workflow, user can easily add a digital signature.
- 3. Negotiation of provisions** – taking advantage of the Outlook Add-In, it is possible to quickly send an email with the document to an external partner and after receiving a reply, to immediately update the document in the workflow and to display a list of changes made in it (using the WEBCON BPS Word Add-In).
- 4. Preparation of the final version of the document** – with just one click, user converts the Word document to the PDF format and again adds the final digital signature.

Please note processing agreements is frequently extended in time. Thanks to the option of gathering all of the essential information in one place (files, email correspondence, own notes), it is possible to process documents quickly and efficiently.

## Management of users' tasks

While working on version 8.2 of the system we also aimed to make it easier for the user to manage tasks on their own. Hence new functionalities were added to web parts displayed within Microsoft SharePoint sites and pages, the form, the mobile applications, and to the WEBCON BPS Outlook Add-In.

The basic assumption of the changes is to make it possible to mark the particular tasks with flags signaling their high or reduced priority from the point of view of the person assigned to the task. At the same time, the system displays information on tasks being outdated in relation to the globally adopted indicators concerning task completion times.

Task priority can be quickly set both on the level of the WEBCON BPS ShowWorkflow Elements webpart, the mobile application and in the form. Flags are assigned by the users individually and irrespective of the kind of business process or information related to the task.

After assigning priorities to their tasks, the user has the option to filter the list of them with respect to the kind of flags used and thereby to efficiently select their own tasks.

My tasks - invoices and cost approval

Search:

Search in attachments  
 Additional options:  Search in item lists  
 Exact match

Advanced Search

<input type="checkbox"/>	KPI	Status	Document number	Step	Assigned to	Vendor	Net value	Currency	Payment date	Date of sale	Date of issue	Days in step
<input type="checkbox"/>			FZ/2015/04/00003	OCR verification	Lukasz Wrobel	XPLUS	2 521,47		3/6/2013	2/27/2013	2/27/2013	49
<input type="checkbox"/>	*		FZ/2014/06/00001	Accounting control	Lukasz Wrobel	WEBCON	20 000,00	PLN	6/17/2014	5/29/2014	5/29/2014	170
<input type="checkbox"/>			Go to element	Accounting control	Lukasz Wrobel	WEBCON	3 000,00	PLN	4/22/2015	4/3/2015	4/3/2015	55
<input type="checkbox"/>			Approve and send to ERP	OCR verification	Lukasz Wrobel	JO! Dystrybucja S.C.	496,40		4/28/2015	12/4/2008	12/4/2008	49
<input type="checkbox"/>	*		Mark Postponed	Accounting control	Lukasz Wrobel	WEBCON	2 000,00	PLN	5/18/2015	4/29/2015	4/29/2015	29
<input type="checkbox"/>	*		Mark Flagged	Accounting control	Lukasz Wrobel	WEBCON	3 000,00	PLN	6/4/2015	5/16/2015	5/16/2015	12
<input type="checkbox"/>	*		FZ/2015/05/00004	Accounting control	Lukasz Wrobel	WEBCON	2 000,00	PLN	6/10/2015	5/20/2015	5/20/2015	6
<input type="checkbox"/>	*		FZ/2015/05/00005	Accounting control	Lukasz Wrobel	WEBCON	1 500,00	PLN	6/11/2015	5/23/2015	5/23/2015	5
<input type="checkbox"/>	*		FZ/2015/06/00001	Accounting control	Lukasz Wrobel	WEBCON	2 000,00	PLN	6/16/2015	5/28/2015	5/28/2015	0
							<b>36 517,87</b>					<b>41.67</b>

Amount of elements: 9

Another addition in the configuration of the WEBCON BPS Show Workflow Elements webpart is the option of displaying the new system column – KPI. Now, the tasks that are outdated from the point of view of the target completion times adopted in the company can be easily marked. In connection with the option of defining calculated columns, added in the previous versions, which can be displayed in the form of the so-called “traffic lights”, management of tasks created in WEBCON BPS becomes extraordinarily simple and effective. From the point of view of task management, another essential feature is the option of browsing through your subordinates from the level of the Show Workflow Elements webpart.

Another new feature in version 8.2 is the rebuilt webpart that displays the Key Performance Indicators (KPI) for the particular workflows, steps and also individual users. Its appearance has been completely refreshed; it has become more transparent and visually attractive. The use of the webpart enables quick identification of bottlenecks in any business process supported by WEBCON BPS.

KPI of time needed for invoice processing

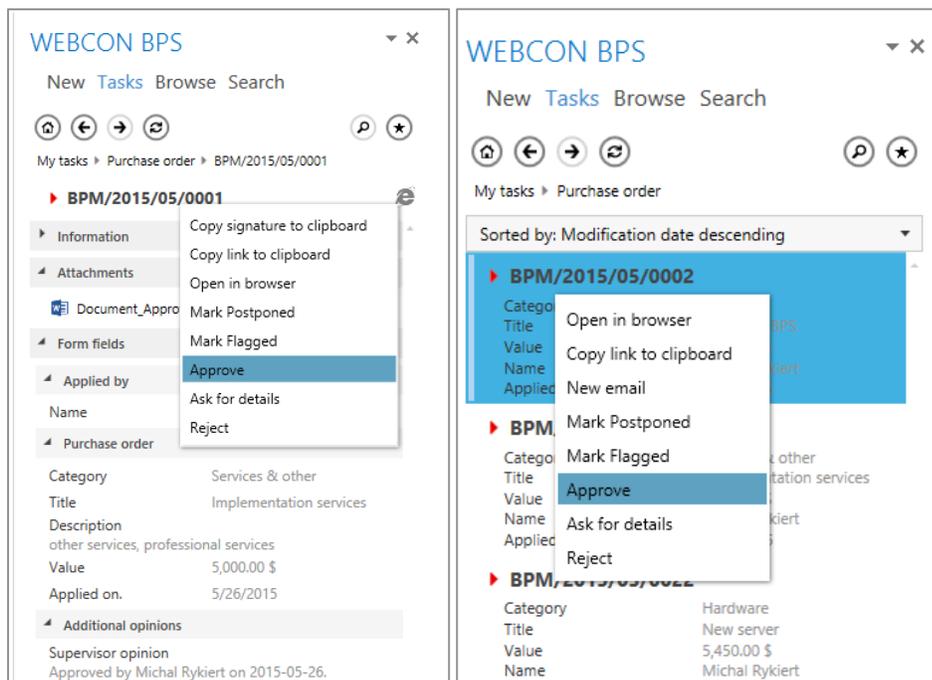
PROCESS	DURATION TIME (DAYS)									
	PLAN		AVERAGE		THIS YEAR		PREVIOUS MONTH		THIS MONTH	TREND
<b>INVOICES - COST BREAKDOWN AND APPROVAL</b>										
[-] Verification	2	⬇️	13,6	⬇️	26,9	⬇️	17,4	⬆️	0,2	⬆️
Tomasz Borek	2	⬆️	1,5	⬆️	0	⬆️	0	⬆️	0	⬆️
Michał Rykiert	2	⬇️	3,5		-		-		-	⬆️
Lukasz Wrobel	2	⬇️	5,9	⬆️	0	⬆️	-	⬆️	0	⬆️
Lukasz Semeniuk	2	⬆️	0	⬆️	0	⬆️	0	⬆️	0	⬆️
current tasks	2	⬇️	153,1		-		-		-	⬆️
[-] Analytical breakdown	2	⬇️	36	⬇️	13	⬇️	14	⬆️	0	⬆️
Tomasz Borek	2	⬆️	0	⬆️	0	⬆️	-	⬆️	0	⬆️
Michał Rykiert	2	⬆️	0		-		-		-	⬆️
Lukasz Wrobel	2	⬇️	34,2	⬆️	0	⬆️	-	⬆️	0	⬆️
Lukasz Semeniuk	2	⬆️	0	⬆️	0	⬆️	0	⬆️	0	⬆️
current tasks	2	⬇️	283,5		-		-		-	⬆️
[-] Accounting control	2	⬇️	41,5	⬇️	53,1	⬇️	37,1	⬇️	12,5	⬆️
Tomasz Borek	2	⬆️	1,2	⬆️	0	⬆️	-		-	⬆️
Michał Rykiert	2	⬆️	0,1		-		-		-	⬆️
Lukasz Wrobel	2	⬇️	32,2		-		-		-	⬆️
current tasks	2	⬇️	123,5		-		-		-	⬆️

## Other changes

The new version of the system contains also a number of changes and enhancements that are aimed at improving the ergonomics of working with the system. We present some of them below.

## Transition paths in Outlook Add-In

In WEBCON BPS Outlook Add-In we have added the option of choosing the transition path. As a result, it is possible to e.g. accept or reject a task related to a workflow element without leaving the email client application.



## Ergonomics of the forms

We have changed the default behavior of form fields in SharePoint. Beginning with version 8.2, values of the majority of fields are by default expanded on the entire available area. We have also unified the height of the particular kinds of fields.

Beside the functional changes introduced within the framework of fields like the item list and SQL Grid, we have changed their appearance in the form. The changes include addition of color accents for table headers.

Furthermore, in the global configuration of the system it is now possible to define default system settings with regard to visualization of the forms. We have added the option of defining the style of buttons and fields, as well as indicating the master page that will define the behavior and appearance of the form.

## Intelligent OCR and document management

Version 8.2 of the system, from the technological side, introduces a huge change in recognition and automatic registration of documents. A completely new proprietary mechanism has been built based on neural networks.

The baseline scenario of the mechanism application is recognition of information contained in the documents received by the company for the purpose of transferring it into an electronic WEBCON BPS form. Co-operating with the OCR engine, the system transforms the scanned images into text and then, using the neural network, recognizes the particular header data of the document.

Like in the previous versions of the system, recognition rules for the document values are universal, i.e. they are created only once for a given type of document and work correctly irrespective of the graphic layout of the particular documents (e.g. rules for invoices will work for multiple suppliers). The use of artificial intelligence enables self-improvement of the system and reaching increasingly better efficiency. What is more, manual “training” of the system is also possible, both for all of the documents of a given type and those that come from a particular contractor.

The introduction of the new mechanism made it possible to add new steps and actions for the OCR process. As a result users can precisely control the sequence of document recognition, data verification and “training” the neural network, whenever necessary.

The technological changes introduced in version 8.2 have made it possible to obtain even 10-time acceleration of the process of document recognition.

**Use case:**

Whenever the company receives an invoice, whether in the paper or the electronic form, a workflow element is launched in WEBCON BPS. The first step is to use the OCR mechanism in order to recognize proper header data (e.g. account number, dates, values) and transfer them to an electronic form. In OCR AI this mechanism is executed through the use of a universal neural network.

Afterwards, the recognition result is directed to a verifying person. In the event of finding any irregularities in the identification (e.g. incorrect invoice issue date), the user can apply “training” of the algorithm by manually indicating the correct data. For this purpose, they indicate the correct date in the document preview and then select the option of creating a neural network dedicated to the given business partner. As a result, for the following invoices coming from this supplier, the system will use the dedicated neural network to look for the invoice issue date. For the other values of the document it will use the universal mechanism.

Due to the option of defining dedicated networks it is possible to easily improve the efficiency of recognition for the particular partners without the risk of compromising the efficiency in the other cases.

SharePoint Newsfeed OneDrive Sites Michal Rykiert

The home of workflows Correspondence Project Management Agreements **OCR-AI**

OCR/0008

← CANCEL EDITING + NEW SAVE DELETE RELOAD STANDARD MODE

ID	919
Company	WEBCON
<b>Train</b>	
<b>Invoice details</b>	
<input checked="" type="checkbox"/> Invoice number	E0001366WZBW 490040560913
<input type="checkbox"/> Payment type	Przelew
<input type="checkbox"/> Account number	Przelew 73103019577777800009232460
<input checked="" type="checkbox"/> Buyer's Tax ID	73 1030 1957 7777 8000 0923 2460
<input type="checkbox"/> Seller's Tax ID	813-03-34-531 5261040567
<b>Dates</b>	
<input type="checkbox"/> Issuing date	9/5/2013
<input type="checkbox"/> Payment date	05.09.2013 9/19/2013
<input type="checkbox"/> Sales date	19.09.2013 9/5/2013
<b>Values</b>	

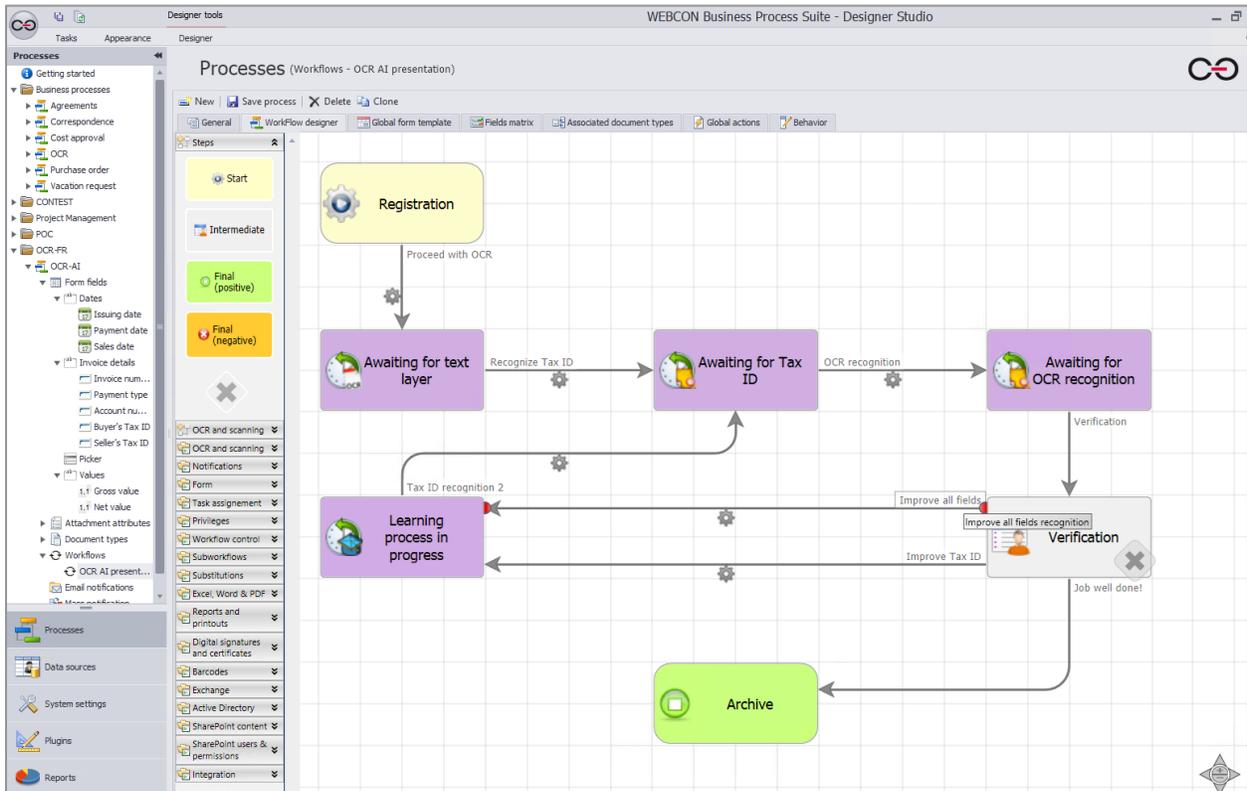
T-Mobile Polska S.A.  
ul. Marynarska 12  
02-674 Warszawa  
NIP 526-10-40-567

Bank Handlowy w Warszawie S.A.  
ul. Senatorska 16, 00-923 Warszawa

**73 1030 1957 7777 8000 0923 2460**

Numer Klienta  
Data wystawienia  
Miejsce wystawienia  
Forma zapłaty  
Data sprzedaży

200  
^90-i



## Streamlined document management

Documents are an integral part of many business processes and this is the reason why we are constantly working on new functionalities that will allow to work with them even more effectively.

## Work with Excel spreadsheets

In version 8.2 of the WEBCON BPS we have introduced some completely new actions enabling reading and saving data in Excel files. The action of reading data from a spreadsheet makes it possible to indicate cells or tables that will be migrated to the form fields in WEBCON BPS. The action of generating an Excel file allows creating a new spreadsheet based on an indicated template as well as updating an already existing file. Like in the case of the action of reading, it is possible to indicate cells or tables that will be filled in with data from a WEBCON BPS form. The actions may be executed on path, on step exit, on browser opening, on timeout, as well as on clicking the Menu button by the user.

## Work with Word documents

The greatest change that we have introduced in version 8.2 of the system is the option of updating Word documents generated in the system. We have rebuilt the WEBCON BPS Word Add-In in a way that enables creating new templates for documents supporting the function of updating data on the basis of the data from the form.

The screenshot displays the 'Processes (Workflows - Approval workflow)' window on the left and the 'Document fields' window on the right.

**Processes (Workflows - Approval workflow):**

- Buttons: New, Save process, Delete, Clone
- Menu: General, Workflow designer, Global form template, Fields matrix, Associated document types, Global actions, Behavior
- Left sidebar: Steps, OCR and scanning, OCR and scanning, Notifications, Form, Task assignment, Privileges, Workflow control, Subworkflows, Substitutions, Excel, Word & PDF
- Workflow diagram:
  - Step 1: Purchase order registration (yellow box)
  - Action: Submit
  - Step 2: Supervisor approval (blue box)
  - Action: Approve
  - Action: Ask for details
  - Action: Reject
  - Step 3: Purchase order rejected (yellow box with red X)

**Document fields:**

- Update with form fields content
- Element: 775
- Search button
- Radio buttons: ID (selected), Signature
- Form fields values table:

Form Field	Value
Applied on.	5/26/2015
Category	Services & other
Description	
Name	Michal Rykiert
Photo	http://demo-v44.public.webcon.pl/BPS/Pictures/user/...
Supervisor opinion	
Title	
User's other applications	Number of rows: 8
Value	5,000.00 \$

The update itself may be executed both from the level of the add-in (after clicking the “Update with form fields’ content” option by the user) and in the form of an action that may be executed on entry, on step exit, on path, or as a button in the Form menu.

**Use case:**

In workflow, an employee has generated an agreement and sent it for approval to his superior. However, due to a request from a business partner, the superior was forced to change the effective dates of the agreement and its value. Thanks to the above described mechanism, once the data have been entered into the form, there is no need to modify the data manually in the Word file. In order to make sure that all the data is up to date, all it takes is to use the action of updating data in WEBCON BPS Word Add-In that automatically modifies the values that were changed.

## **Moving and copying attachments between workflow elements**

In the new version of the system we have also added the option of moving as well as copying attachments between workflow elements. Thanks to this, a mistakenly added attachment can be easily moved or copied to another workflow element.

## **Conversion of Word files to the PDF format**

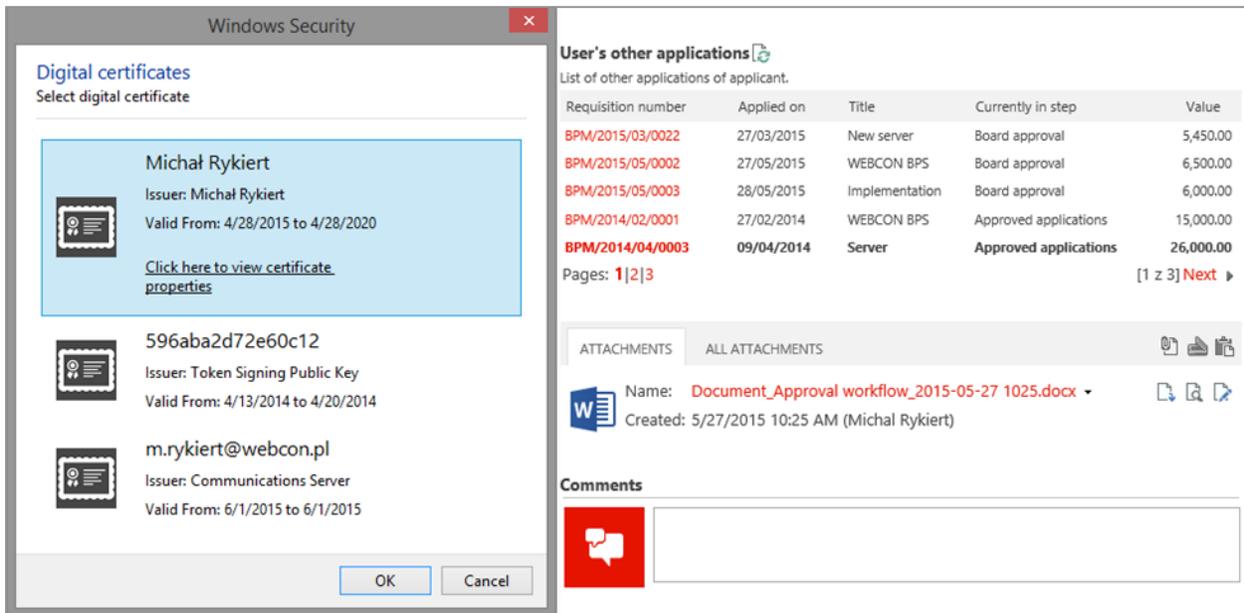
In WEBCON BPS 8.2 we have introduced the option of quick conversion of Word files to the PDF format. The action is executed on the part of the server and thus it can be used through mobile devices or the WEBCON BPS Outlook Add-In. Its use is possible on form exit, on path, on browser opening, on timeout, on clicking the Menu button by the user, as well as in the document context menu in the area of attachments.

## Digital signature support

Addressing the needs of the WEBCON Business Process Suite users, in the new release of the system we have introduced new actions that support applying a digital signature to documents, as well as its verification and additional user authentication using certificates.

### Applying digital signatures to documents

The signature is executed through the action of signing attachments, which is defined in the system and uses the certificates stored at the Windows Central Certificate Store. In this manner, files in the .docx and .pdf formats can be signed. The signature can be performed both by the user and the server (e.g. in the event of dispatching multiple documents).



The signature action can be used on form exit, on path, on browser opening, on timeout, on clicking the Menu button by the user, as well as in the document context menu in the area of attachments.

### **Verification of document signatures**

Thanks to the introduction in the new version of the system of the action of verifying signatures of an attachment, it is possible to force verification whether a digital signature has been applied to the document concerned. The action can be configured in a way that in the event that the signature is missing, proceeding to the next step is not possible. It can be executed on form exit, on path, on browser opening as well as in the document context menu in the area of attachments.

### **User authentication using a certificate**

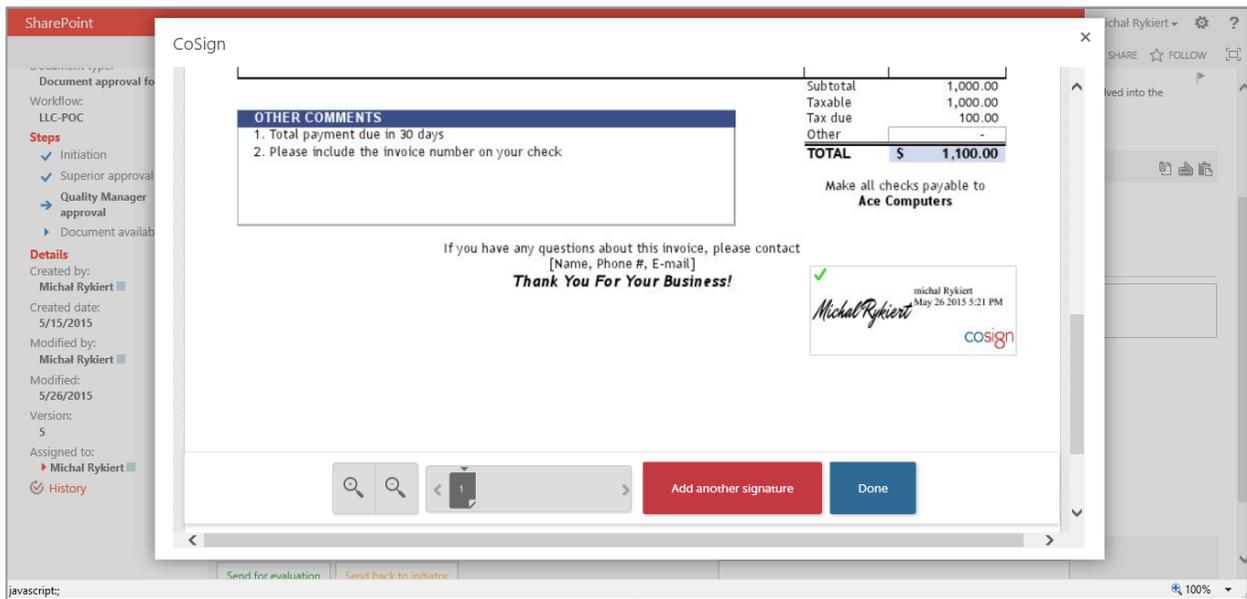
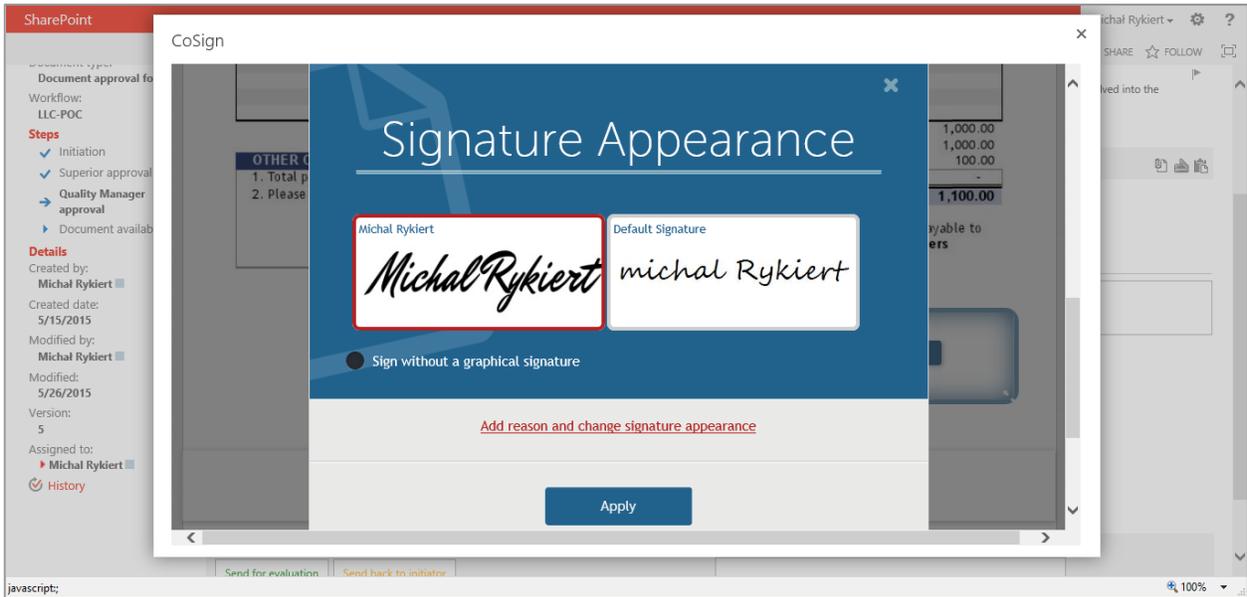
We have also added a new action of authenticating the user with the use of a certificate. It can be executed on attempt to proceed on path to the next step. Hence in the case of business processes in which it is necessary to maintain the highest security standards (e.g. final approval of a valid document), it is possible to additionally verify the identity of the user. Depending on the settings of the certificate being used, it may be necessary to e.g. to connect an additional USB key or a cryptographic card to the computer.

### **Digital signature with the use of CoSign**

In order to enable our customers to use the advanced functions of digital signature, in version 8.2 of WEBCON BPS we have introduced the option of using the CoSign platform.

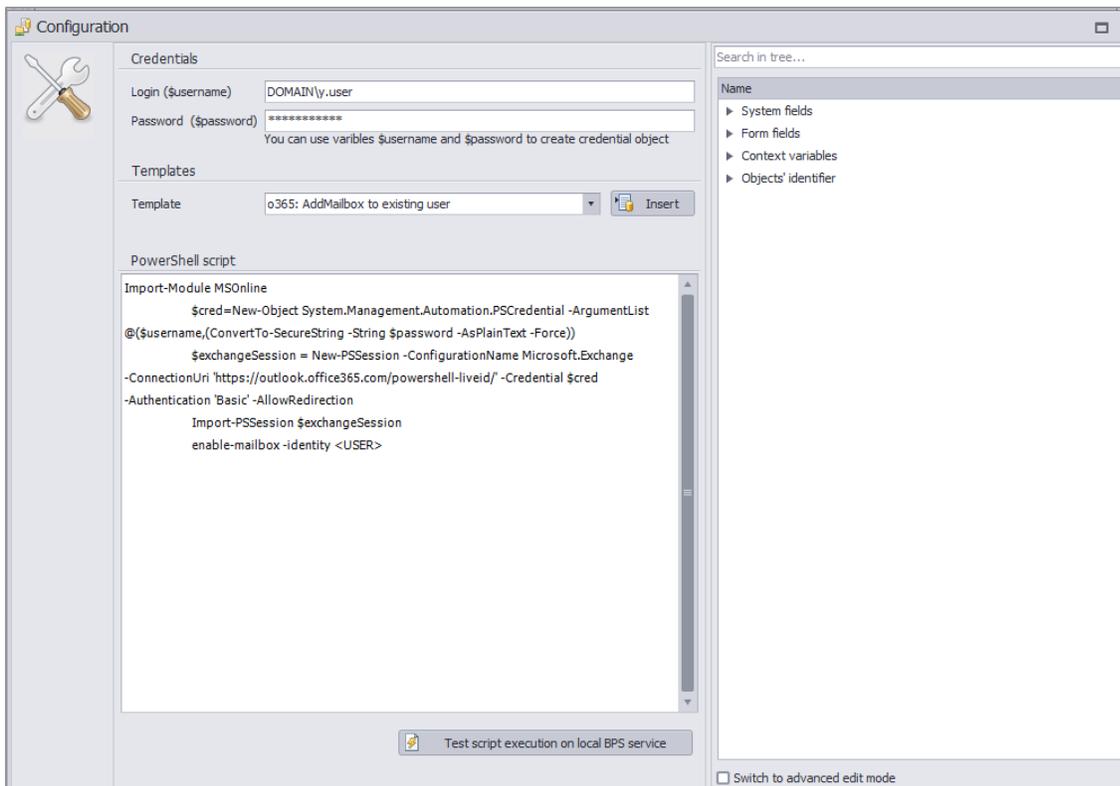
The solution allows, among other things, to use digital signatures consistent with international standards functioning e.g. in Europe and North America. An interesting option is also the possibility of applying signatures in the graphic form. The full list of functionalities of the CoSign platform is available on:

<http://www.arx.com/cosign/why-cosign/features/>



## Execution of PowerShell scripts

Version 8.2 of WEBCON BPS provides completely new possibilities with regard to managing the IT environment from the workflow level. New action of launching PowerShell script allows to execute any command of this type. After activating an appropriate add-on (e.g. Exchange, Lync, Azure, SharePoint) in Windows Server it can be used to perform any system operation that are available from the PowerShell console level.



**Use case:**

Options available thanks to the application of PowerShell scripts, from the workflow level in WEBCON BPS, include:

- Creating directories on the disc
- Creating a box for the user on the Exchange server
- Activation of a Lync account for the user
- Creating a user account in Office365
- Creating new sites in SharePoint

## Essential functional improvements

When designing version 8.2 of the system we also considered the people who work on a daily basis with creating and optimizing business processes. The changes that have been introduced make working in WEBCON BPS Designer Studio now even simpler and more effective.

### Support for development and testing environments for data sources

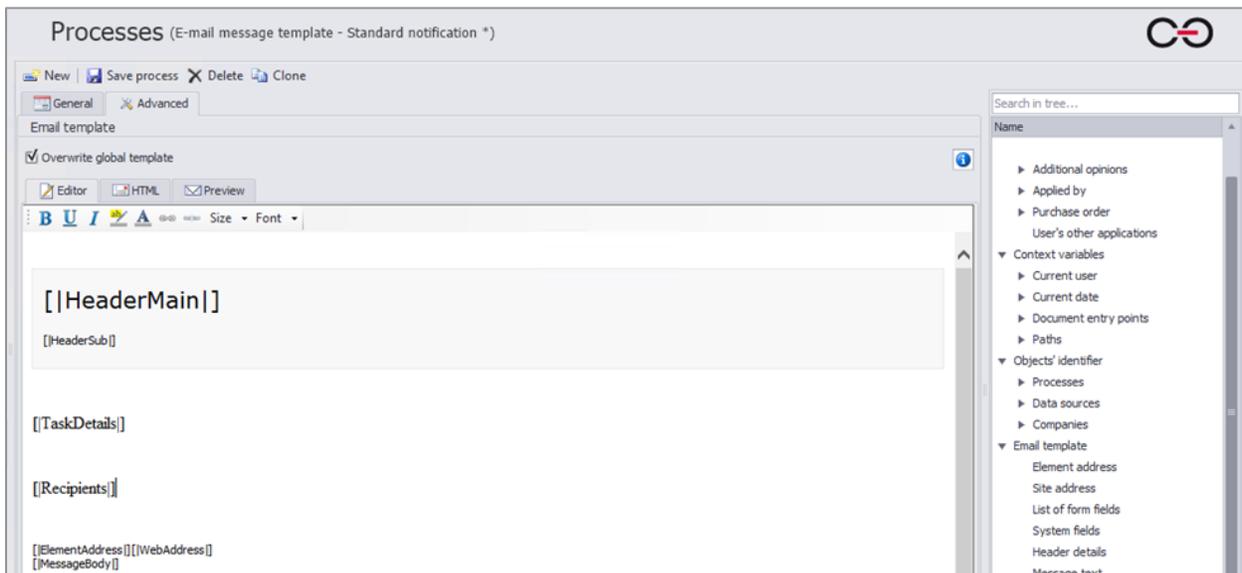
We have added the possibility of defining aliases used in the system of data sources for the development, testing and manufacturing environments. Within the framework of such aliases it is possible to define independent settings, e.g. for SQL source, giving the name of the server and the database, as well as the authentication data.

Next, within the process using the given datasource, it is possible to define if it currently uses development, testing or production sources, and thereby to quickly redirect database queries and Web Service calls to the proper environment of the system with which the process is integrated.

The screenshot displays a configuration window for a data source. At the top, 'Data source type' is set to 'MSSQL database' and 'Template' is 'Standard'. Below this, there is a checkbox for 'Public data source' which is unchecked. A set of tabs includes 'Common', 'DEV', 'TEST', and 'PROD'. The 'SQL connection settings' section contains the following fields: 'Server' with the value 'demo-v4', 'Database' with 'v4\_demo\_content', 'User' with 'BPS', and 'Password' which is masked with asterisks. There is also an unchecked checkbox for 'Windows integrated authentication' and a 'Test' button with a play icon.

## Changes in the area of email templates and email notifications

In the latest update we have introduced a number of changes with regard to creating templates for email notifications. Apart from arranging the relations between template settings within the global configuration of the system, the individual processes and the action of sending configurable emails, we have rebuilt the template editor. It has been simplified and at the same time complemented with the option of direct preview of the template being created.



Furthermore, the configuration options of the action of sending emails have been rebuilt and as a result defining the particular parameters is more intuitive.

## Quick creation of process sites

In order to reduce the process of preparing business applications in WEBCON BPS 8.2 we have introduced the option of automatic generation of the process sites. After checking appropriate options, the system will automatically create a site with webparts enabling launching the process, displaying the list of tasks and elements of workflow. Depending on the preferences, it is possible to automatically create reports for each of the process steps. Naturally each generated site can be subsequently modified manually.

Process site generation
✕

New site

**New site parameters**

New site name:  Change

Parent site address:  Change

Use top link from parent site

Include a new site in the top link bar of parent site

Add to existing site

**Existing site parameters**

Overwrite pages if they already exist

Site address:  Change

**Elements to generate**

Element	Generated name
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Main page                             <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> List of active tasks</li> <li><input checked="" type="checkbox"/> Tasks amount</li> <li><input checked="" type="checkbox"/> Process start</li> <li><input checked="" type="checkbox"/> Document search</li> </ul> </li> <li><input checked="" type="checkbox"/> Workflow steps pages: Approval workflow                             <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Page of elements in step 'Purchase order registration'                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> All elements in step 'Purchase order registration' list</li> </ul> </li> <li><input checked="" type="checkbox"/> Page of elements in step 'Supervisor approval'                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> All elements in step 'Supervisor approval' list</li> </ul> </li> <li><input checked="" type="checkbox"/> Page of elements in step 'Board approval'                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> All elements in step 'Board approval' list</li> </ul> </li> <li><input checked="" type="checkbox"/> Page of elements in step 'Approved'                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> All elements in step 'Approved'</li> </ul> </li> <li><input checked="" type="checkbox"/> Page of elements in step 'Purchase order rejected'                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> All elements in step 'Purchase order rejected' list</li> </ul> </li> </ul> </li> <li><input checked="" type="checkbox"/> Page with all elements                             <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> List of all elements</li> </ul> </li> <li><input checked="" type="checkbox"/> Site with all grouped elements                             <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> List of all grouped elements</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Main page</li> <li>My active tasks</li> <li>Tasks amount</li> <li>Process start</li> <li>Search</li> <li>Approval workflow</li> <li>Purchase order registration</li> <li>All elements in step 'Purchase order registration'</li> <li>Supervisor approval</li> <li>All elements in step 'Supervisor approval'</li> <li>Board approval</li> <li>All elements in step 'Board approval'</li> <li>Approved</li> <li>All elements in step 'Approved'</li> <li>Purchase order rejected</li> <li>All elements in step 'Purchase order rejected'</li> <li>All elements</li> <li>List of all elements</li> <li>All grouped elements</li> <li>List of all elements grouped by workflow and step</li> </ul>

Set as process linked site

Open site
Generate site
✕ Close

## Mass removal of workflow elements and instant process start

Within the administration tools available on the WEBCON BPS Designer Studio ribbon we have added a new option of removing all workflow elements of the indicated process. As a result, test preparation and execution can be carried out faster and more efficiently.

In order to facilitate work on new processes, we have introduced the option of initiating workflow directly from the WEBCON BPS Designer Studio level. This allows to immediately check the system performance after the changes that were introduced, without having to manually access the SharePoint site.

## Management of form fields

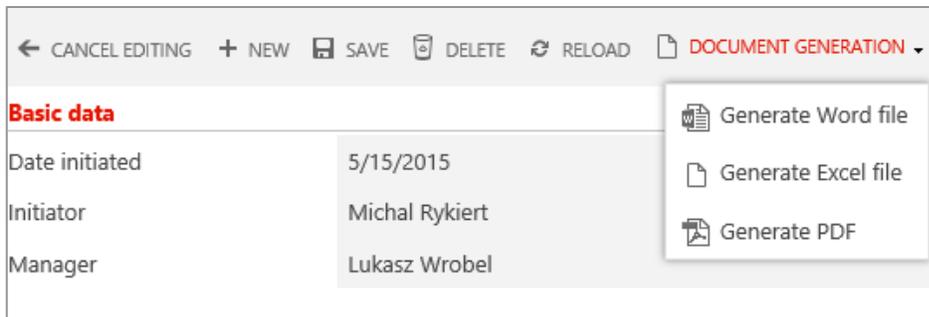
We have introduced a completely new search engine for finding form fields in the process. It enables quick search for a field after typing in its name, sorting and filtering of the available fields, e.g. according to their type, the group they belong to or the name in the database.

Additionally, we have rebuilt field configuration screens. Using all of the available configuration options is now even simpler and more transparent.

Form field name	ID	Field type	Database field	Group
	447	Single line of text	WFD_AttText3	<None>
Applied on.	124	Date and time	WFD_AttDateTime1	Purchase order
Category	122	Choice field	WFD_AttChoose1	Purchase order
Description	120	Multiple lines of text	WFD_AttLong1	Purchase order
Name	125	Person or group	WFD_AttPeople1	Applied by
Photo	119	Single line of text	WFD_AttText2	Applied by
Supervisor opinion	121	Multiple lines of text	WFD_AttLong2	Additional opinions
Title	118	Single line of text	WFD_AttText1	Purchase order
User's other applications	126	SQL Grid	SEL_SQLGrid	<None>
Value	123	Floating-point number	WFD_AttDecimal1	Purchase order

## Grouping actions

In WEBCON BPS 8.2 we have added the option of grouping actions on the form menu toolbar. One of the benefits is that all the actions related to files (generating Word and Excel files, converting to PDF, etc.) can be gathered in one place, in the form of a drop-down list.



## Proxy support

In the new version of the system, companies that take advantage of the internal proxy server to connect to the Internet can define its parameters in WEBCON BPS Designer Studio. This will allow, i.a., correct download of exchange rates from National Bank website and execution of other types of actions requiring Internet connection.

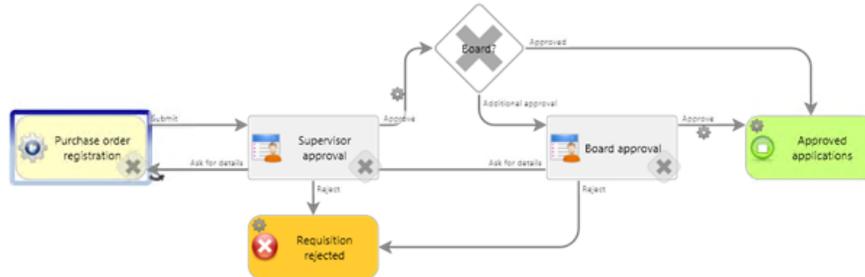
## Streamlined generation of business process documentation

Making documentation is an essential element of each implementation but as a matter of fact it is secondary activity and consuming a relatively large amount of time. For this reason, in WEBCON BPS the possibilities concerning automatic generation of documentation are constantly being developed. The functionality allows to save the project manager's time and ensure that the documentation being created is constantly up to date. In version 8.2 of the system we have rebuilt the layout of the generated documents improving the readability of the presented information. Additionally, the scope of documentation has been extended.

### 3. Approval workflow

Sample approval workflow.

#### 3.1. Graphic workflow presentation



#### 3.2. Type of documents and acronyms

Acronym	Name	Description	Documentation
REQ	Purchase order	A simple purchase order form for the presentation purposes.	This is sample workflow.

### Expansion of the WEBCON BPS SDK

The Software Development Kit suite enables our customers to create their own controls, actions, integrations, etc. without having to tamper with the source code of the WEBCON BPS platform. Thanks to the capabilities offered by the SDK, the system can be adapted to the specific needs of each client. In version 8.2 we have introduced changes that resulted in the unification and simplification of the SDK suite handling. In accordance with the WEBCON policy, despite the introduced changes, backward compatibility for add-ons prepared in earlier versions of the system has been kept.