

A single platform for complete document lifecycle management – creation, distribution, archive, process automation – across the enterprise.

## DATA SHEET

# Transform™ Process Center

Comprehensive Document Process Automation Capabilities Drive Efficiencies

### Solution Features and Benefits:

- A single platform for complete document lifecycle management – creation, distribution, archive, process automation – across the enterprise.
- Extend ERP investments by enhancing standard report output without costly consulting and allowing real-time visibility into transactional process data for both ERP and non-ERP users.
- Multi-channel distribution options, including print, fax, email, XML, Web services or HTML enables rapid, cost-effective and customized document delivery.
- ERP-specific Expansion Packs, including SAP and JD Edwards, provide direct integration.
- Graphically-rich, easy-to-use design and administration tools harness the power of the platform to enable document design and deployment management without complex programming requirements.

Today's business world features complex supply chains and global technology environments, yet many processes supporting key enterprise functions are still paper-driven. These document-intensive processes can cost organizations considerable time and resources. Transform Process Center automates document-centric processes, saving organizations time and money while enhancing existing ERP system investments.

From creating, distributing and archiving outbound transactional communications, to capturing and extracting data from inbound documents, Transform Process Center enables management of the complete document process lifecycle with less time, effort and cost, while improving the quality of communications with key constituents such as customers, partners and employees.

"Document process automation has been rated by workers and managers as one of the best investments an organization can make to keep up with the increasing pace of business communication."

- Forrester Research

## Efficient Document Composition and Delivery

Transform Process Center incorporates a Windows-based design environment for the composition of dynamic documents and processes. Through the creation of highly customized documents from standard ERP output, transactional forms and customer communications become more focused and effective. A single input can drive multiple documents with unique branding, languages and messaging. By including business logic, organizations can further personalize content by applying customer-specific data, barcodes, logos, charts, signatures or internalization features.

Content created with Transform Process Center can be easily and efficiently distributed through a number of both online and off-line channels. Printing through native Windows printers or delivery through electronic mediums such as fax, email, mobile devices or the Web provide flexible, timely and targeted delivery of an organization's transactional documents and customer communications. Support for a variety of formats, including PDF, secure PDF, XML or HTML allows Transform Process Center to provide information how, when and where it is needed via the recipient's preferred delivery method.

## Incoming Document and Data Capture

Document processes that support interaction with vendors, clients or geographically-dispersed locations often reintroduce paper to existing electronic automation. With Transform Process Center, inbound documents can be captured simply and efficiently from multiple sources, including conventional scanning and multi-function devices, fax and email queues. More advanced integration requirements can be accomplished using Web services, message queuing, FTP and file system monitoring. Once documents have been captured, sophisticated data extraction and manipulation tools are utilized to collect relevant information from the document data. Transform includes specific parsers for structured formats such as PDF, CSV or XML. Scanned images, faxes and other unstructured input is processed using Optical Character Recognition (OCR) technology.

## Collaborative Document Processing

By consolidating the management of the entire document lifecycle into a single, common platform, Transform Process Center provides greater visibility and control over transactional communications related to key business processes such as finance, procurement, manufacturing and customer communication.

Transform Process Center enables rapid modeling of complex requirements associated with the production, distribution and receipt of transactional business documents. To further increase efficiencies and capture the "last mile," the Transform platform allows users to interact with business documents via email or Web browser and perform common tasks including approvals, rejections, commenting or supplying additional data.

## Digital Archive, Routing and Approval

For customers or document-centric processes with specific storage requirements, the Transform platform gives end users real-time access to documents, reports and data from any Web browser via a comprehensive digital archive, Transform Content Center. Documents produced or captured during a business process can be automatically stored and later retrieved using key index fields or full text search features. The ability to add notes or relate documents via common index values provides a complete history of transactional processes. With a consolidated view of all related content, users can quickly retrieve information related to a particular transaction, business process, customer account or activity.

To further extend the value of existing technology and training investments, Transform Content Center supports accessing stored documents directly from ERP system user interfaces. Improved visibility to transactional data or internal reports from a central repository eliminates the need to distribute multiple copies, reducing associated bandwidth, storage and

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**INVOICE NUMBER:** 00003126  
**INVOICE DATE:** 05/07/06  
**CUSTOMER NUMBER:** 123464

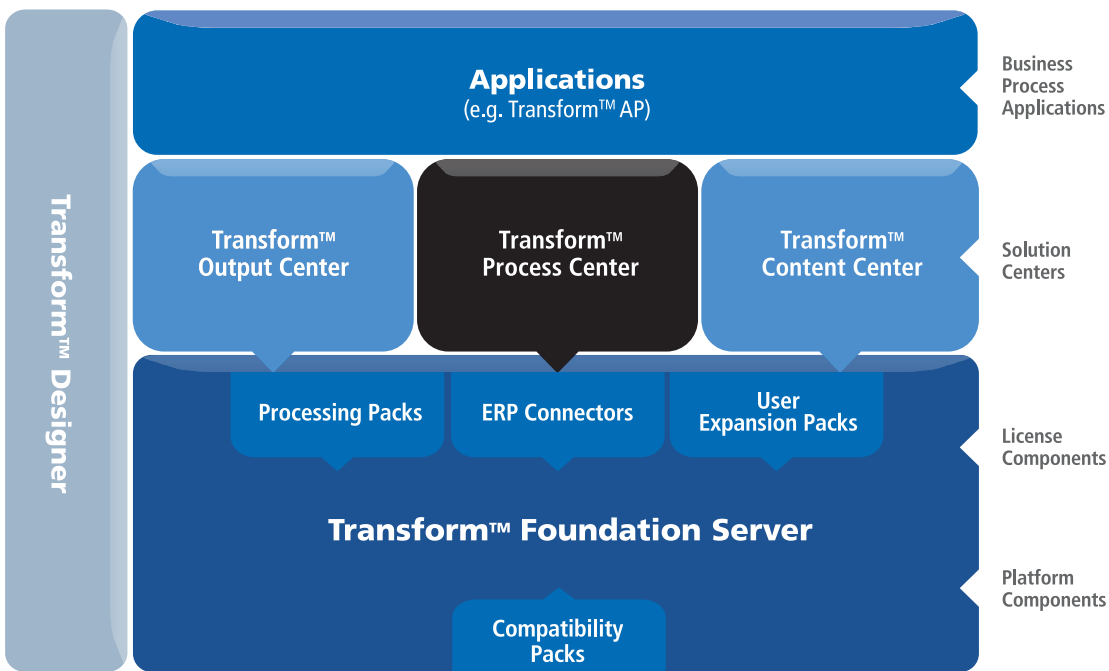
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ORDER NUMBER	DIVISION	TERMS	SHIPPING INSTRUCTIONS	PAGE NO.
4423423	101	Net 30 Days	UPS Ground	1 of 1
ITEM NO.	DESCRIPTION	QUANTITY	EACH	AMOUNT
156894	CD Roy Orbison	11	10.99	120.89
457832	Floppy Disks 10 Pack	6	7.50	45.00
123103	BIC Lighter Blue	19	0.20	3.80
147101	Novelty Playing Cards	18	0.99	17.82
454547	4 Ring Binder 1 inch	26	2.49	64.74
156897	CD Eric Clapton	32	10.99	351.68
156897	CD Eric Clapton	39	10.99	428.61
156899	CD Metalica	7	10.99	76.93
748600	Greeting Card 5th Birthday	15	0.75	11.25
450404	Model Kit Desktop - CTO	45	3.50	157.50

*Transform Designer takes document composition beyond "WYSIWYG" design to enable real-time visualization of the final form project. Within the Designer interface, users simply identify the desired content elements from within the data table and drag them to the desired location on the new document layout being created.*

## Transform: Modular, Scalable, Complete



*Transform, Bottomline's next-generation platform for advanced document processing, provides functionality to support the entire document lifecycle. Additionally, its modular approach enables significant flexibility and scalability to grow and change as required for evolving business needs.*

production costs.

### Advanced Administration Features Support Audit and Compliance Requirements

The Transform platform offers increased security and control over the entire document production process through enterprise deployment and development features. The Transform Designer allows segregation of document design responsibilities, while the Transform Deployment Server supports multiple environments, separating testing and production processes to deliver greater security and change controls.

The solution can also be scaled to meet a diverse array of individual business requirements for performance, reliability and server up-time through the use of clustering, fail-over, load balancing and disaster recovery implementations.

### Maximize Investments with Transform Expansion Packs

#### SAP® Output Handler

The Transform SAP Expansion Pack includes the components necessary to handle SAP report data, including SAPscript RDI or SmartForms XSF output. By removing the complexity of ERP custom coding, organizations can leverage standard SAP output to create highly customized, professional-looking

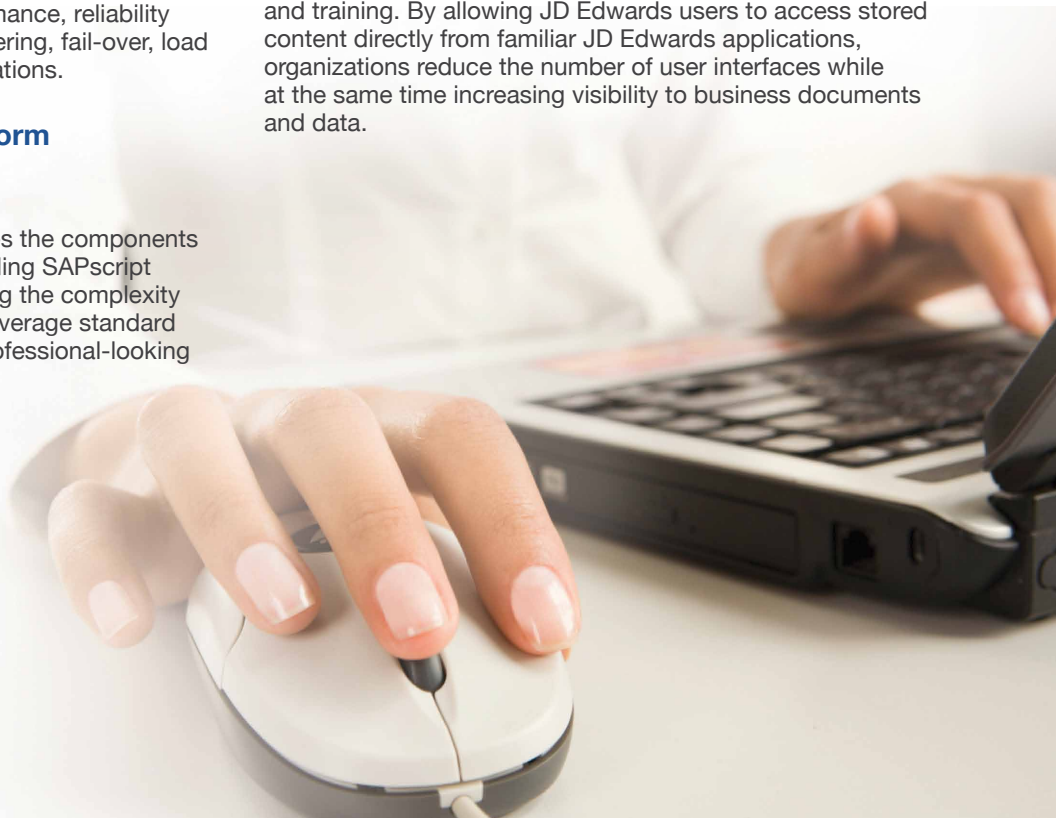
documents without costly SAP consulting resources.

#### Oracle® JD Edwards EnterpriseOne™ Output Handler

The Oracle JD Edwards EnterpriseOne Output Handler provides support for standard JD Edwards report output, including PDF Metadata and OSA XML. In addition, wizards within the Transform Designer guide users through the mapping and document creation process for these custom ERP outputs. This removes programming complexity, moving away from costly report changes in favor of graphical user interface tasks that eliminate the need for outside consulting services.

#### Oracle JD Edwards EnterpriseOne Content Connector

The Oracle JD Edwards EnterpriseOne Content Connector extends the investments made in JD Edwards implementation and training. By allowing JD Edwards users to access stored content directly from familiar JD Edwards applications, organizations reduce the number of user interfaces while at the same time increasing visibility to business documents and data.



## Additional Transform Modules

### Transform Scan Center

The Transform Process Center and Transform Content Center solutions are fully compatible with Bottomline's Transform Scan Center product. Transform Scan Center provides users with functionality for document scanning, batch separation and verification, classification, indexing and direct scanner operation. Output from Transform Scan Center can be stored in Transform Content Center for retrieval or used to initiate document processing within Transform Process Center.

### Transform Audit Pack

The Transform Audit Pack provides integrated auditing for compliance and operational overview purposes. By tracking project changes, document access and audit process flows, organizations gain increased security, visibility and control over their transactional documents and processes.

## Why Bottomline?

For more than 20 years, Bottomline has been focused on software applications that optimize document-driven processes. As a result, Bottomline possesses both the proven solutions and the tested domain expertise to deliver consistent customer value and significant return on investment. As a leader in document processing automation, Bottomline solutions have been successfully installed in thousands of organizations around the globe.

## System Requirements

For complete details on the hardware and software platforms required and/or supported by Transform, please call 905.470.6366 or email [info@litcosys.ca](mailto:info@litcosys.ca) to be connected to a representative in your region.

"With the Transform platform, Bottomline offers comprehensive solutions for the creation, editing, processing and distribution of documents. Transform Designer enables the user to easily edit the display and format of data from different sources, (and) publication using different channels is highly flexible."

- Business Application  
Research Center (BARC)



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