

CEWS: Workflow Manager

30.08.2017

Agenda

- Introduction
- Basic Demonstration
- Additional Workflow Properties
- Advanced Demonstration
- Q&A

Benefits

Highly
automated

Defined in a
file

Accessibility

Secure

Easy to
monitor

Manages
edits

Auditable

Highly
structured

Basics

01 Task

Purpose: single objective

02 Activity












Purpose: group related tasks

03 Role

Purpose: Participation in W.F. requires roles such as owner, approver

04 Status

Purpose: present state of tasks

View:	Past tasks	Current tasks	Future tasks
Button:			
Statures:	 Submitted	 Waiting	 Not Started
	 Completed	 Work in Progress	
	 Approved	 Running	
		 Rejected	

Other Properties

01 Notifications

02 Approvers Can Edit

03 Approval Method

Basic Properties

Name:

Description:

Default Task Type:

User Properties

Default Owner: [Not Set](#)

Default Approver: [Michael Robin](#)

Default Observer: [Not Set](#)

Other Properties

Start Condition:

Due Date:

Default Template: [Operating Expense Report 2](#)

Notifications/Actions:

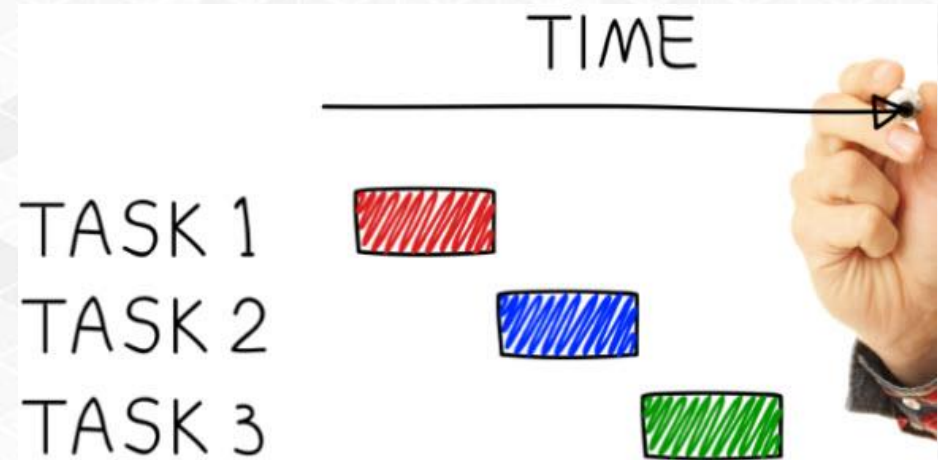
Approvers Can Edit:

Approval Method:

Basic Demonstration

Task Types

- Data Entry
- Approval Only
- To Do
- Process
- Offline Data Entry
- Detailed Planning
- Web Activity
- FC Assignment



Additional Properties

- Best practice for schedules and reviewing templates
- Start Conditions

Advanced Demonstration

Executive Summary

Q&A
Thank you...

