GOING PAPERLESS



MICHELLE HOYT MELISSA KRAUSS ALASBO 2013

What Does Paperless Mean?

Workflow

Filing

Payments



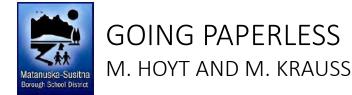
July 2011 – Apriant, Inc.

Paper-Based

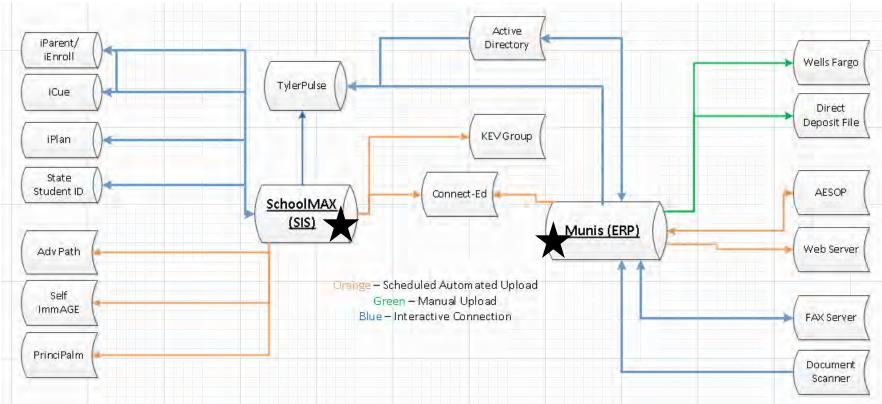
Unwieldy

Too Many Approvals

Rework



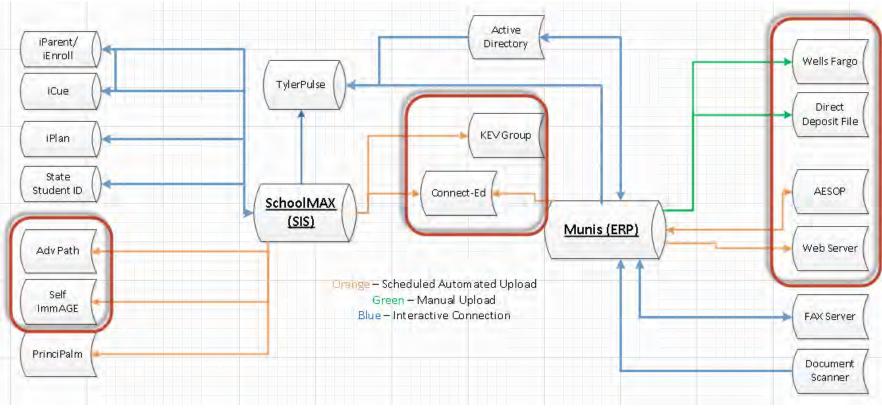
Data Integrity.



One System of Record || One Entry Style || Scheduled / Automated Connections



Cloud Computing.



SaaS || Lots of Advantages! || Import Features



Adapting Business Processes.

Change to Meet System Need

Simplify and Standardize



Disaster Recovery.

No Longer "Filing Cabinet" Based

Identify Key Players & Processes

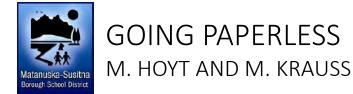


Let's Get Practical.

Job Opening \rightarrow Hiring \rightarrow Purchasing Classroom

Items \rightarrow Work Orders \rightarrow Leave Request \rightarrow

Expense Reimbursement



More Ideas.

IT and Maintenance

Online Hiring

E-Mailed Forms

Mobile Apps







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