

Sampling of DocuPeak Process Automation in Education:

- HR Document Imaging
- AP Document Imaging
- Invoice Approvals
- HR Forms Processes
- Personnel Action Notices (PAN)
- Digitizing Student Records
- Teacher Credential Verification
- Test Grading and Imaging
- SARC/FIT Documentation Process

OCDE's Integrated DocuPeak Document Imaging Application
(see right)

*"OCDE is currently relying on Webi**plex's** DocuPeak for the storage and retrieval of the county office and school district's electronic documents. DocuPeak manages all of the documents that are sent from various scanner stations from different school districts and makes them available online. Users are able to retrieve documents with the use of keywords/index or through a text search made possible by Optical Character Recognition."*

*"OCDE has also fully utilized Webi**plex** Web Services to integrate the county applications with DocuPeak so users have direct access to their documents without leaving the application."*

DocuPeak Business Process Automation in Education

Tightening budgets are requiring districts, departments of education and schools of all sizes and types to do more with less. DocuPeak provides economical and innovative solutions to the education market that create much needed efficiencies to operate within these difficult constraints.

Whether it's leveraging Webi**plex** cloud based services to lower capital costs and overhead, or implementing a shared-use, private cloud for multiple schools, DocuPeak innovation is not just in functions and features – it's also in next-generation deployment flexibility.

From student information cards, to personnel action notices, to teacher credential management, the processes ripe for automation in education are numerous. DocuPeak is automating these (and many other) processes right now.

The image shows two screenshots of the DocuPeak web application. The top screenshot is a search results page for 'Inactive' documents. It features a table with columns for Employee ID, Last Name, First Name, SSN, and File Status. The bottom screenshot is an 'Account Detail - Pseudo-Object Inquiry' page for 'Pseudo-Object: 018502 - 4301'. It displays a table of transactions with columns for Date, Transaction Description, Type, Primary Ref, Batch ID, Sec Ref, Current, Encumb, and Actual Misc. Below the screenshots is a scanned document header with the following text:

000001-00021 CHEK ***** 02401 02302

LEDGER : 94 DATE ISSUED: 08/24/10 VENDOR NAME: AT&T VENDOR : V9411238 CHECK: 94443287

INVOICE DATE	INVOICE/REF NUMBER	PURCHASE ORDER NUMBER
06/30/10	N0501198000	D94R2023
07/01/10	N0501198163	B94R0028

COPY



Webi**plex** is proud to be a member of the California Educational Technology Professionals Association (CETPA).

Business Process Management (BPM)

While DocuPeak delivers a full document imaging platform for the managing of paper, it also provides an electronic form technology to replace paper processes altogether. DocuPeak is unique in providing both of these technologies where most other document management systems provide limited workflow, and then recommend a 3rd party for more sophisticated forms or business process automation.

Webiplex or Private Cloud

DocuPeak applications can be delivered as a service, hosted in Webiplex's ultra-secure data centers, or installed on-premise in a private cloud. You can even start with hosted services, and later move to on-premise, or vice versa.

Webiplex Professional Services

Webiplex uses, and recommends, a phased, iterative implementation model:

- **Entity Analysis:** Business data and document relationships and requirements analysis.
- **Process Analysis:** A review of the constituents (i.e. users) and their relationships.
- **Integration Analysis:** Which existing or other systems must be integrated.
- **Iteration:** Frequent reviews with client during design and implementation.



Replace Paper Processes with Electronic Forms

An electronic form captures the same information as a paper based form, but can also embody rules and procedures—i.e. the workflow—for processing the request. Shown below, is a Personnel Action Notice form (PAN) that has a five step approval process:

Modified	Classification Title	Division/Site	Supervisor's Name/Title	Date Needed	Employee Type	Employee Name	Employee ID #	Approval Step	Assigned To
10/18/2010 1:06:50 PM	EDU-10001 - Teacher	Special Education	John Smith	11/30/2010	Lateral Transfer	Jake Mouse	12345	Director Approval	wxdeddir

Part A - POSITION DATA
Complete this section when Human Resources needs to conduct a recruitment for a position OR when a short-term employee or substitute is needed, etc. If requesting a new classification, contact Human Resources prior to completing this form.

Classification Title* [EDU-10001 - Teacher]

Division/Site* [Special Education]

Supervisor's Name/Title* [John Smith]

Date Needed* [11/30/2010]

Position Classified / Certified* [Certified]

Hours Type* [Full-time (40 hours)]

New or Vacated Position [New Regular Position]

Work Days/Year [2080]

No. of Months [0]

Replacing [If vacated regular position is selected, enter replacing and replacing reason below. Reason:]

Categorically Funded* [No]

***Begin Date** []

***End Date** []

About Us

At Webiplex, we truly believe in automating everything. Our products and services leverage your existing IT investments by integrating with your current line of business systems. For our customers, DocuPeak is their "go-to" toolbox for automating forms and document processes that avoids the need for custom coding, a hoard of consultants, or an off-the-shelf piece of software that doesn't quite match the requirements. DocuPeak fills the gap between custom coded solutions, and fixed and isolated COTS applications. Automate everything, on a single unified BPM platform - that's the DocuPeak difference.

Webiplex Corporate Offices

5001 Birch St. Suite #9
Newport Beach, CA 92660
(949) 861-4387

On the Web

<http://www.Webiplex.com>
feedback@webiplex.com