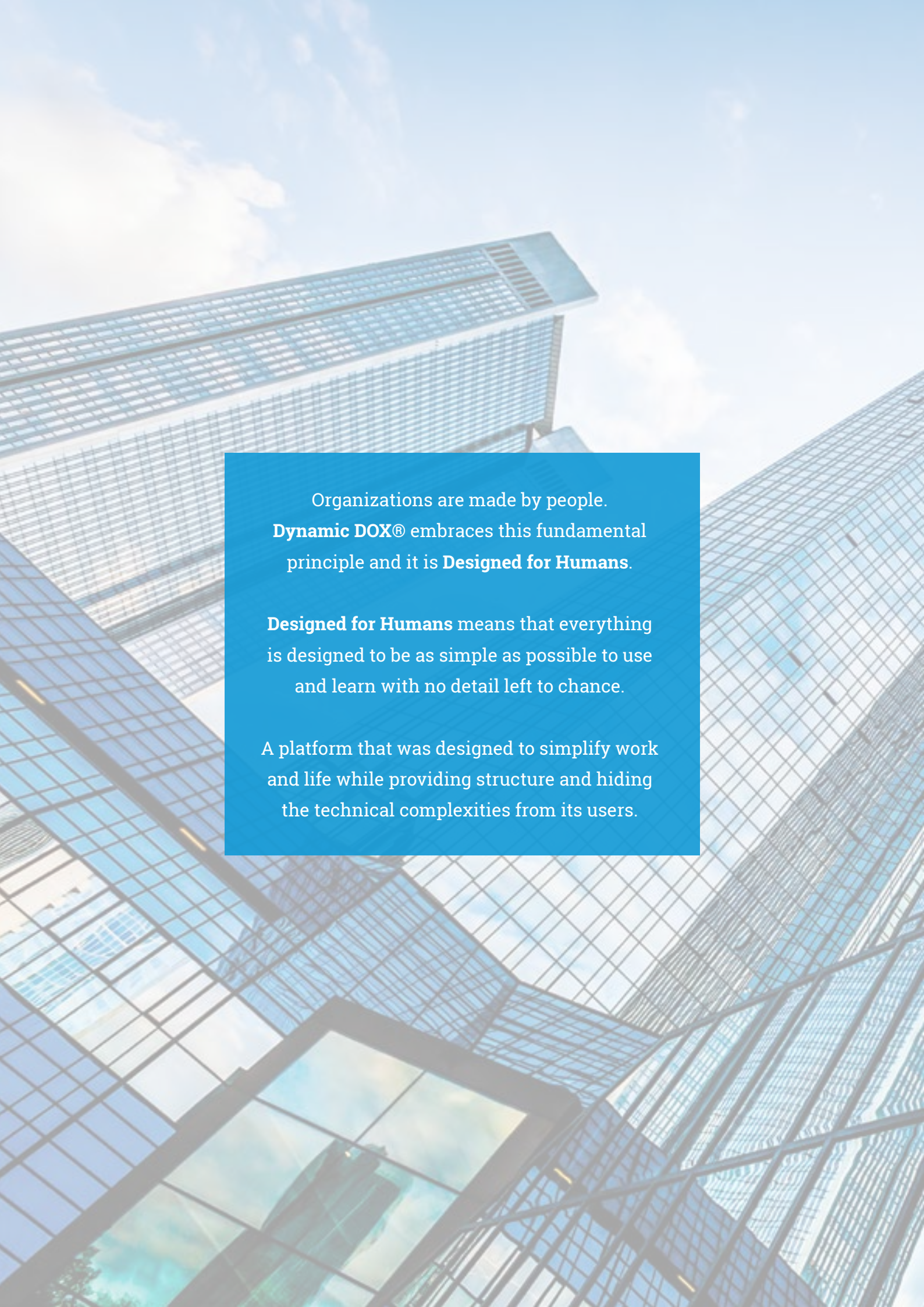




Dynamic DOX
Designed for Humans



Workflow and Data Management
Designed for Humans®



Organizations are made by people.
Dynamic DOX® embraces this fundamental principle and it is **Designed for Humans**.

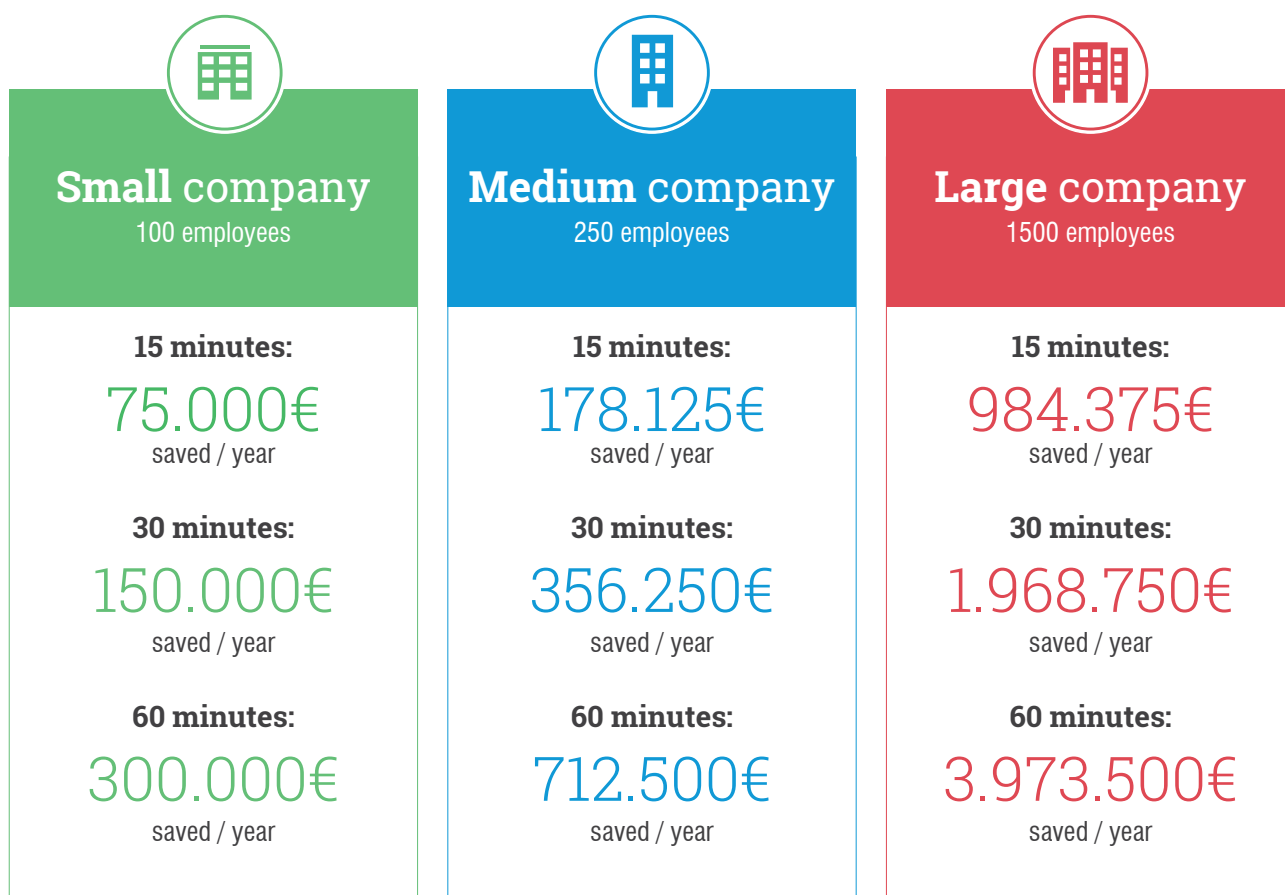
Designed for Humans means that everything is designed to be as simple as possible to use and learn with no detail left to chance.

A platform that was designed to simplify work and life while providing structure and hiding the technical complexities from its users.



SAVE TIME. SAVE MONEY. DO MORE.

Most C level managers agree that internal processes can be improved to save time. Here is a basic estimation of how much money you can save:



Assumptions:

Small company: 100 employees, average salary 1000 EUR (net), overhead & tax rate: 2.0

Medium company: 250 employees, average salary 1000 EUR (net), overhead & tax rate: 1.9

Large company: 1500 employees, average salary 1000 EUR (net), overhead & tax rate: 1.75

The time lost refers to minutes / employee / day.

With Dynamic DOX® you can save time and improve the efficiency of your organization.
Go to dynamic-dox.com/calculate to make your own estimation.



INTERNAL PROCESS ASSESSMENT



Procurement / Acquisitions

- ☐ Acquisitions approval
- ☐ Vendor review
- ☐ Vendor approval
- ☐ Payment approval



Operations / Administrative

- ☐ General registry
- ☐ Correspondence management
- ☐ Inventory management
- ☐ Capital Appropriation
- ☐ Capital Disposal
- ☐ Capital Transfer



Human Resources

- ☐ Holiday request
- ☐ Employee on-boarding
- ☐ Employee off-boarding
- ☐ Performance review
- ☐ Internal complaints
- ☐ Training requests



Customer experience

- ☐ Customer complaint
- ☐ Customer feedback
- ☐ New customer setup



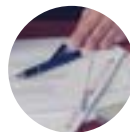
PR & Marketing

- ☐ Press release approval
- ☐ Marketing resources update & approval



Finance

- ☐ Expense claims
- ☐ Expense advance claims
- ☐ Invoice approval
- ☐ Invoice issuing requests
- ☐ Accounts payable
- ☐ Asset management
- ☐ Collection / escalation
- ☐ Budget building & approval
- ☐ Budget tracking



Legal

- ☐ Contract approval
- ☐ Contract renewal
- ☐ Contract review
- ☐ Legal support request
- ☐ Litigations management



Sales

- ☐ Sales orders approvals
- ☐ Client contracts approval
- ☐ Discount request
- ☐ Contract renewals
- ☐ Proposal approval



IT

- ☐ Incident management
- ☐ New setup request
- ☐ Support request



Compliance

- ☐ ISO
- ☐ Internal / external audit

Others

- ☐
- ☐
- ☐
- ☐



Digital transformation

Dynamic DOX® allows organizations to **visually design and implement digital processes** with no coding required. This enables companies to rapidly implement efficient and transparent digital processes and transition from paper or email “processes”.



Save time. Save money. Do more.™

Dramatically reduce the time lost by employees with organizational processes and tasks such as initiation of requests, approval, status information, reporting, audit or retrieval of stored information.

This will considerably **improve productivity** and enable your organization to accomplish **much more** by focusing on your core business.



Meaningful work™

When things just work smoothly we all feel happier and more accomplished. We can explore our potential and focus more of our work on **meaningful things**.

Dynamic DOX® **eliminates frustrations** caused by time consuming work related to processes with incredible impact for the organizational culture, employee morale and retention.



Transform your organization

Dynamic DOX® enables the digital transformation of your organization by enabling the transition from unstructured processes to structured **digital processes**, from hardly accessible information to **immediately available** digital information.

Dynamic DOX® is incredibly easy to use for end-users and also easy to implement and configure for process owners. The intuitive visual design tools enable business users to rapidly implement new business processes and to adapt to business changes immediately.

Benefits



Save time. Save money. Do more.™

Previously time consuming tasks such as the initiation of requests, approval, status information, reporting, audit or retrieval of stored information are resolved much faster. This will considerably **improve productivity** and enable your organization to accomplish **much more** by focusing on your core business.



Easy to use. Easy to learn.™

The user interface of Dynamic DOX® is intuitive and designed to be as simple as possible. Considerable effort is invested in making sure the end user experience streamlined. The user interface uses familiar patterns and popular tools in order to be immediately familiar to users. The only tool needed to access the platform is a standard web browser.



Information immediately available

No more time wasted for finding the status of your last acquisition request. No more time wasted for retrieving information about the approval process of a customer contract that was signed 3 years ago. With Dynamic DOX® all the information is immediately available.



Rapid implementation. Visual designers. No coding.

Powerful visual design tools empower business users to rapidly implement new business processes without any coding required. The numerous configuration options provide excellent flexibility in the range of scenarios the platform can be used for.



Adaptable to business change

Inherent changes to business rules or processes can be made immediately by business users without the need of special consultants or software developers. No more time and money wasted to adapt to frequent business changes.



Continuous optimization using process X-Rays

Dynamic DOX® automatically measures vital process information and provides dedicated reports that enable process owners to easily spot inefficiencies and improve the process.



Traceability and accountability

Information is securely stored in a standard database. In addition, all user actions and events are audited and data changes are versioned, thus improving traceability and accountability.



Scalability. Grows with your company.

Dynamic DOX® can scale and grow with your company. You can immediately start using the platform for just one or several critical processes and then extend it and implement others. New processes can be easily added or removed with no downtime and without affecting the existing ones.



Enterprise extensibility using familiar technologies

Dynamic DOX® can be integrated with existing systems such as ERP or CRM. The platform can also be customized to accommodate even the most particular needs using the enterprise level extensibility framework. The extensibility framework is founded on familiar and proven technologies such as: Microsoft .Net Framework, JavaScript, HTML.



Control legal and compliance risks

Whether it is regulatory, internal compliance or quality assurance you can use Dynamic DOX® to ensure that your compliance effort is not duplicated and that your company conforms to all current regulations and standards. The built-in auditing and versioning features are tracking each entry from initiation to closing and mitigate the legal risk associated with your activity.



Reduce paper waste

By replacing paper based “processes” with digital processes, Dynamic DOX® helps your company reduce its footprint. No more paper, no more waste!

Business Processes

Dynamic DOX® provides considerable benefits to organizations that require clear and structured business processes. Implemented processes can range from specific line of business applicable to a district industry (such as building permit requests for public city halls) to general business processes that are common to all organizations (such as the payment approval request common to any organization).

Line of Business Processes



Banking
& Finance



Public institutions &
Government



Insurance



Utilities
and Energy



Telecom



Healthcare



Manufacturing



Transportation
& Travel



Retail



Education



Real Estate



Technology

and more ...



General Processes



Procurement / Acquisitions

- Acquisition requests
- Supplier approval
- Supplier reviews
- Standard products approval
- RFP process ...



Legal

- Contract approval
- Contract renewal
- Legal opinion request
- Litigation related processes
- Legal support request ...



Finance

- Expense claims
- Invoicing process
- Payment requests
- Asset management
- Collection / escalation
- Invoicing process
- Budget management ...



Human Resources

- Leave request
- New employee onboarding
- Employee off boarding
- Performance reviews
- Recruitment
- Training requests ...



Sales, Marketing & PR

- Sales orders
- Client contracts approval
- Pricing requests
- Proposal preparation
- Special discount requests
- Contract renewals
- Marketing content approval
- Press release processes ...



Administrative

- Maintenance processes
- General registrar
- Inventory management
- Timesheet reporting ...



Customer and partner relations

- New customer setup
- Customer complaint
- Customer feedback
- Customer contracts ...



IT

- IT acquisitions
- Incidents management
- Support requests
- Inventory management ...



Features

VISUALLY DESIGN YOUR BUSINESS PROCESSES™

Workflow Designer

The visual workflow designer enables business users to configure the process by simply dragging and dropping predefined workflow activities that can be configured. Custom activities can also be implemented using the extensibility framework to integrate with external systems such as ERP or CRM products.



Forms Designer

Using the visual form designer, complex electronic forms can be created with minimal effort and no coding. The form designer allows the creation of complex visual forms, including multi-view forms for complex information.

Expression Designer

The powerful expression designer enables the creation of complex dynamic expression using Excel like formulas. Expressions can be used to define complex and dynamic behavior such as computed fields, validation rules, dynamic allocation of tasks and much more.



SAVE TIME. SAVE MONEY. DO MORE.™

Pulse - everything relevant in one place

With Pulse, everything that happens and is relevant for you is displayed in a single place. The Pulse is updated live as things happen. This easy to use feature is very familiar to users as it is very similar to social network streams such as Facebook, Google+ or LinkedIn.



My Tasks - all your tasks in one place

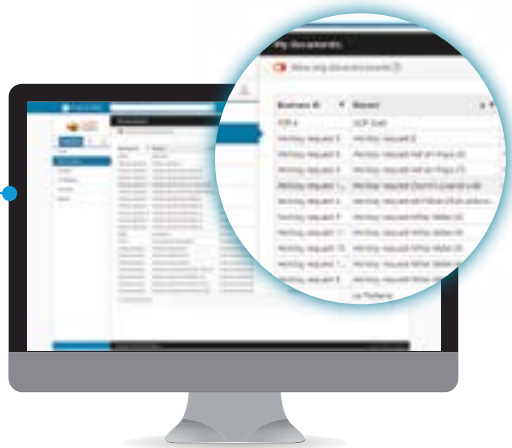
All your active tasks and relevant details are available in one place. Not only that, but if you subscribe to the Daily Summary, Dynamic DOX® will automatically send an email brief of your active tasks each morning. This way you can start your day by reviewing your active tasks and swiftly closing all outstanding tasks.

With Dynamic DOX® you will no longer forget to approve the holiday request filled by your colleague or the special discount requested by your sales team.



My records - all your records in one place

All the processes that you initiated are also available in a single view. This way you have immediate access to the status of all your requests that are still pending as well as previously completed processes that you initiated.





SAVE TIME. SAVE MONEY. DO MORE.™

User customized notifications - do not skip a beat

The system automatically alerts each user when something relevant happens according to its preferences. Each user can personalize, for each notification type what kind of notification will be sent: in-app notification, email notification, both or none.



Daily summary - start fresh

The Daily Summary is personalized daily briefing sent by email, that includes your active tasks and the status of each process you initiated. This way you can start your day by reviewing your active tasks and swiftly closing all outstanding issues.

Out of office delegation - time off, no worries

Dynamic DOX® allows you to delegate your tasks when you are unavailable. You can easily create out of office delegation rules. Simply choose the dates you will be out of offices and the person you want your tasks delegated to. The rules will engage and disengage automatically on the set dates. The history of the records will show that actions were taken by your delegate on your behalf. It's as simple as that.





INFORMATION IMMEDIATELY AVAILABLE

Simple search - type and search

With simple search you just type and Dynamic DOX® searches for your information. Using special tags, you can even filter the results by process or initiating user. Simple but powerful.



Advanced search - narrow down your search

If simple search is not enough, the advanced search feature allows you to create advanced filters using any field available in the system. This feature also allows the user to customize the results view by choosing the displayed columns, sorting order and grouping criteria.



Process X-Ray report

One of the most important built-in reports is the process performance report. For each published process this report automatically display relevant process times in terms of work time passed as well as total time passed. This is effectively an X-Ray of your business processes that can be easily used to spot process bottlenecks, improve and optimize.



ENTERPRISE FEATURES

Versioning and auditing

All events and user actions are logged for auditing purposes. The audit log can be filtered and explored by various criteria.

In addition to the powerful auditing capabilities, information records can be versioned which means that all previous versions of a record will be kept for auditing purposes. The historical changes of a record can be even visually accessed by auditors.



Workflow monitoring

Dynamic DOX® comes with built-in workflow monitoring functions accessible to power users. These features allow the power user to explore the workflow execution details step by step in a visual manner. You can even bypass steps of the process or move a workflow into a future state. This way business configuration errors can be easily understood and corrected.



Document Designer

Dynamic DOX® enables organizations to automatically generate documents based on the information in the system. This powerful feature is very useful for scenarios where a printed document is required (ex: contracts, formal requests, etc.). The document designer enables users to create document templates that will be used to generate documents (PDF, Word, etc.).





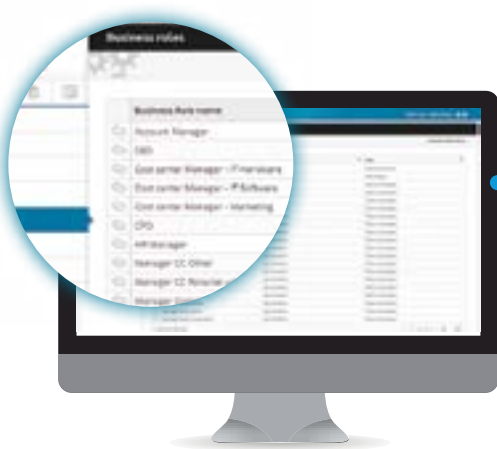
Reporting - the big picture

Dynamic DOX® provides very powerful built in reporting capabilities. The system reports that are provided out of the box give you the tools you need to audit your process. In addition to the built-in reports, new ones can be created with no coding effort.



Complex user management

You can manage your users on multiple levels: individual user, groups or roles. Each category can have different rights allocated and different permissions according to their profile. This complex structure insures that all scenarios are covered.





Essensys

Quality software. On time. Every time.

We are a software solutions provider with offices in Bucharest and Brasov (Romania).

A dynamic and professional team of software engineers, an organization based on trust, verticality and determination.



We deliver. Every time!

No excuses, no blame game. We communicate, we understand and we deliver quality software on time! Every time! No matter how difficult it may be.

We build loyalty

We have learned that trust is built on results and we always aim for long-term partnerships. Over 80% of our customers are recurrent with multiple projects delivered.

We care about our work

It is not just a job. We take pride in our work. We enjoy building software that matters. Software for people, which solves real problems. We always enjoy a challenge and we take pride in our results.

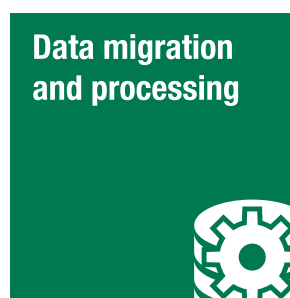
People

Solid knowledge is the result of a sustained and continuous learning process. This is why we encourage continuous, structured learning and training. The result is that all of our people hold at least one technical certification or business degree.

We work in a relaxed and creative environment and we have a strong preference for blue jeans. However, we firmly believe that software development also requires discipline, formalization and hard work sometimes. We are willing to draw higher goals higher and always enjoy a challenge.



Core competencies



Technology





Customers







Dynamic DOX
Designed for Humans

☎ +40 212 244 000

✉ office@dynamic-dox.com

🖱 www.dynamic-dox.com