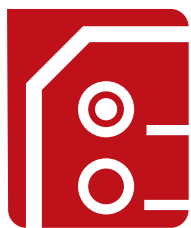**PARADM**

PARA*form*

e-Form Solution

eForm Solution

ParaForm, a web-based module of ParaDM that is tightly integrated with other core modules of the suite. Utilizing both a HTML version and Adobe Acrobat which ensures that your converted electronic forms look identical to your existing paper forms and it in turn guarantees a frictionless end users adoptions. ParaForm is a robust e-form solution that enables your organization to become more effective, transparent and in control that current unseen and hidden information can be clearly reflected in real-time. In the ParaForm paradigm where forms can be centrally managed and easily retrieved, risk of form loss is eliminated. Collaborations become much more effective.

Benefits

Eliminate Form Loss

Risk of form loss can be eliminated with central management and appropriate back-up mechanism.

Intuitive Reporting & Analysis

Data filled in the forms are captured in database for reporting purposes and data can be exported for further analysis.

Form Integrity Guaranteed

With password protections, you can ensure that forms being submitted are filled in by the intended persons only.

Protective Forms

As supposed to your current paper forms that are passive in nature, ParaForm empowers your electronic forms with alerts and reminders for important due dates.

Improve Collaboration

Ensures that right forms are being seen or approved by the right persons without delay while all supporting materials will not be overlooked.

Easy & Effective Searching

Searching filled-in paper forms in today's information jungle can be daunting. With ParaForm, locating any authorized forms is just a few clicks away.

Features

User-Friendly Admin GUI

With its user-friendly graphical user interface, administration work such as access control can be intuitively set up.

Form Value Validation

Values input in different fields of a form can be validated based on pre-defined rules to avoid human errors and ensure consistency.

Automatic Routing

Base on different forms input, forms can be automatically routed to its designated persons without human intervention.

Easy Submission

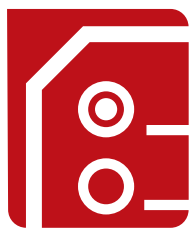Forms are submitted flawlessly with simple clicks and are ensured that they will not be overlooked.

PARADM

PARA_form_

e-Form Solution

Features (con't)

Data Capture
Values input into submitted forms can be captured for reporting and analysis.

Alerts and Reminders
Alerts and reminders can be set so that the burden of managing deadlines is shifted away from the productive knowledge workers.

Automatic Triggers
Integrated with ParaFlow, forms can automatically trigger pre-defined workflow for further processing and collaboration.

Comprehensive Document Report
Generates comprehensive intuitive reports by integrating with external reporting tools such as Crystal Report on your document profiles in ParaDoc.

Secure and Flexible Repository
Data captured from different forms can be securely stored in separate repository for security sake.

For more information, please contact:

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