

# OmegaCube ERP

## Digital & Paperless

### Data Sheet

#### Digital & Paperless Capability

OmegaCube ERP's Digital and Paperless features enable manufacturers and distributors to eliminate paper, spreadsheet and manual-based operations.

Various digital features automates communication workflows and ensures total collaboration with stakeholders, continuous communication and real-time information sharing.

This increases personnel efficiency, speed of operations, product quality, and reduces overhead costs.

#### Action Items and Alerts

- Push relevant alerts to personnel responsible for performing specific tasks & take decisions.
- Notify personnel about events that may impact them.
- Focus on specific data (through alerts) for decision-making, thereby reducing report printing.
- Help drive critical workflows within a process.
- User or role specific home page
- User home page summarizes key items they should know or act on or want to track at all times
- Drill-down to detailed lists from summary alerts and subsequent drill-down to individual transactions

#### Digital Signatures

- Setup the system to use electronic signatures on documents and eliminate the need to sign paper documents.
- Enable electronic signatures on Documents such as Checks, inspection sheets, purchase orders, invoices, etc.
- Auto-dispatch of checks to the CFO/Enterprise Owner as soon as it's created.
- Auto-assignment of signature of the approver (CFO/Owner) on checks before printing.
- Eliminate waiting time to sign a document and increase workflow speed.

#### Authorization & Approvals

- Setup User-defined approvals based on company-specific workflow.
- Automatically route pending approvals based on user-role or user-id.
- Approve on a desktop computer or on a smartphone application or through emails.
- Single-click access to individual documents and transactions that require approval.
- Provision to a vendor to enter Expected Delivery Dates in PO through Email Link.
- Auto-update of Expected Delivery Dates in PO post confirmation from procurement personnel.



## Proof of Delivery

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- Get customer signatures on shipments.
- Utilize tablets & smartphones during shipment delivery by truck drivers at the customer site.
- Automatically attach all signed Proof of Delivery (PoD) into the system.

## Accessibility through Mobiles and Tablets

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- Publish requests, tickets, and service ticket information to field personnel and customers on tablets and mobile devices.
- Capture customer signatures on a tablet or mobile.
- Provide relevant history information using a mobile or tablet.

## Other Digital Tools

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- Automatic email dispatch of invoice, monthly & yearly statements.
- Automatic email dispatch of reminders.
- Electronic instructions for manufacturing processes, available at operator terminals.
- Link to Automated Clearing House (ACH) and Credit card processing integration.

## Personalization and Shortcuts

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- User can define the most frequently used transactions as their favorites.
- User defined setup for quick access to most recent transactions.
- Subscription based access to events and alerts for workflow automation.

## Workflow Automation

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- Push-based workflow automation for business efficiency.
- Improves collaboration between team members, intra-teams, departments, and branches.
- Configure workflows as per your manufacturing and business processes.
- Alerts, actions, and reports link to specific steps on the workflow.

## Mobile Applications

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- Applicable to iOS and Android platforms.
- Real-time alerts and messaging on mobile devices.
- Instant access to analytics, alerts, and workflow approvals.
- Provide role-based security for customers & vendors, allow them access to specific information.
- Transact, approve, and quote in real-time using mobile applications.
- Conduct quality checks, take customer signatures, upload documents, & approve in real-time.

## Automatic Document Distribution

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- User defined pre scheduled distribution of documents like order acknowledgements, invoices, statements or any other documents.
- Documents can be delivered to network printers or emails.

## Tasks

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- Assign tasks to yourself or to your team members and reporters.
- Utilize Tasks as electronic post-it notes.
- Setup tasks linked to specific documents like 'questions on quotes', or as general reminders.

Since 1999, OmegaCube has consistently believed in building and delivering powerful products with a single philosophy,

*No two companies operate exactly the same, and they need flexibility in their systems in order to sustain their competitive edge, always.*

Begin your first step towards business growth through automation!  
**Get in Touch** with us today.

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