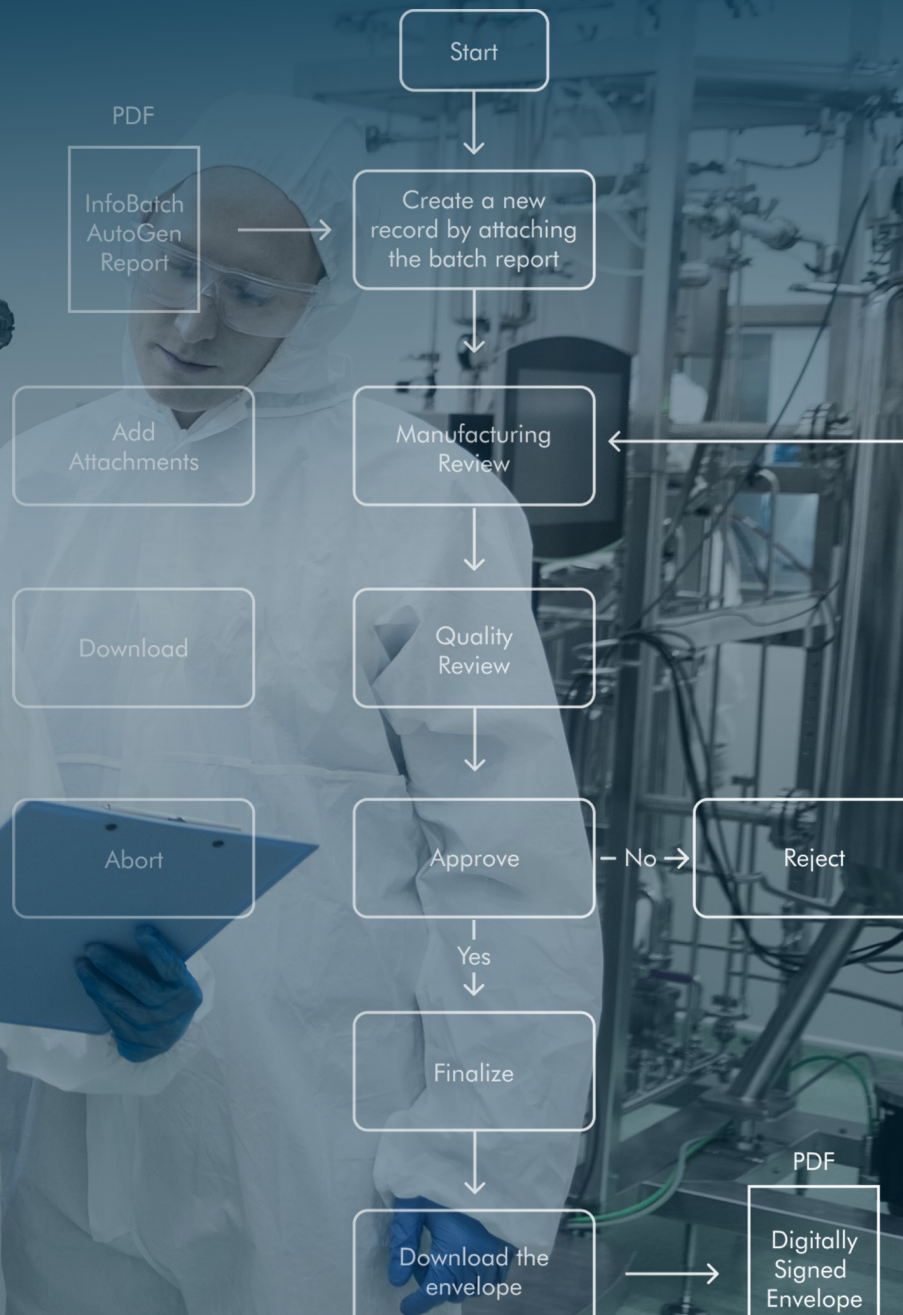
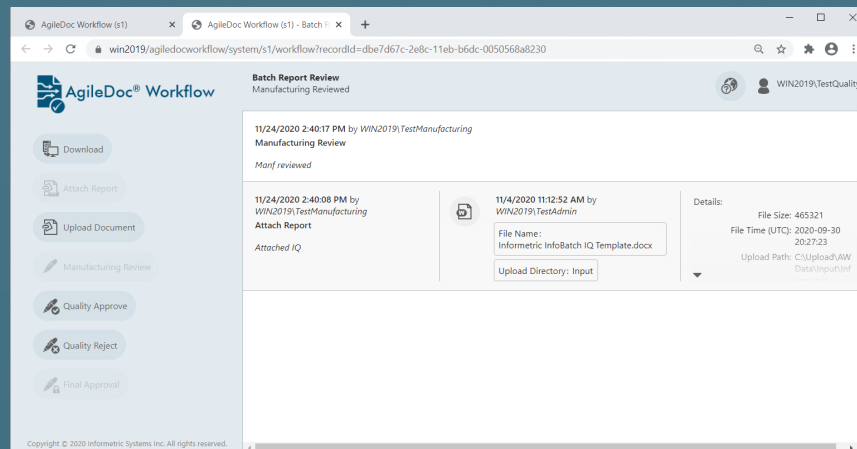




# AgileDoc® Workflow

## Electronic Review and Approval





AgileDoc® Workflow provides a secure, systematic solution for electronically reviewing and approving documents in regulated industries.

Workflow creates an expansive GMP context-based document review system to safely manage electronic records, associated files and attachments and review process history. It provides an organized approach to collecting and tracking completed batch reports and automatically sending to multiple departments for electronic review and approval.

Once Workflow is complete, a digitally signed record envelope containing all digital attachments can be downloaded and stored.

## Features and Benefits

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Streamlined compliance documentation

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Configurable electronic review and approval steps

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Upload documents from desktop or automatically via Uploader service

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Automated alerts notifying users when a document is ready for review

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Role based e-signatures and traceable verification history

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Record access through a secure and intuitive web application

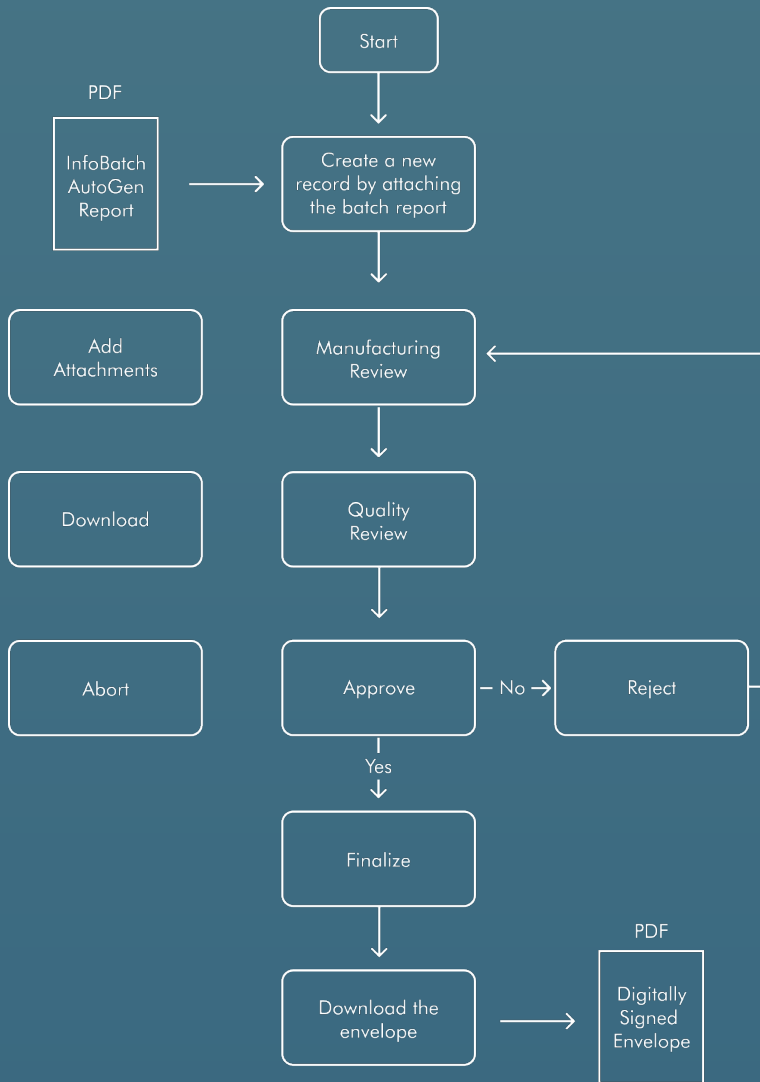
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Seamless collaboration between multiple roles and departments

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Speed - Accuracy - Consistency - Compliance - Collaboration - Efficiency

## Streamline compliance with electronic review and approval.



### AgileDoc WorkFlow

4601	AgileDoc WorkFlow Server Bundle
4610	AgileDoc WorkFlow Database
4650	AgileDoc WorkFlow Web Server
4630	Email Notification
4660	InfoBatch AutoGen Uploader

### Supported Commands

Attach document
Add comment
E-sign
Finalize record
Download record

### Prerequisites<sup>(1)(2)</sup>

#### HARDWARE (minimum/recommended)

CPU – Four Cores/Eight Cores
RAM – 16BG/32GB or more
Operating System Drive – 100GB/200GB mirrored
Data Drive – 100GB/500GB fault tolerant

#### SOFTWARE (minimum)

Windows Operating System – Server 2016, Server 2019
Internet Information Server (IIS) – IIS 10.0

(1) WorkFlow can be installed on a virtual server.

(2) Please see AgileDoc WorkFlow Server Prerequisites 12004-0238-x for the most recent list of prerequisites

Fully configurable workflow example

Seamless collaboration between multiple roles and departments



# AgileDoc® Workflow

REVIEW & APPROVAL

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