

## FirstSpirit™ WorkflowDesigner

Every enterprise has established work procedures. These processes can be simply modeled and can run automatically for the content management area in FirstSpirit's workflow engine. With the workflow technology from FirstSpirit™ the Enterprise Content Management Solution advances to a tool that controls even complex workflows and efficiently brings them to the objective.

The workflow of a sample newsletter mailing, (described below), illustrates how simple it is to define and run different workflows within FirstSpirit™.

### Workflow modeling

Workflows that are modeled in FirstSpirit™ consist of multiple states, activities, transitions, and optional scripts. These elements can be brought together to define concrete workflows in a simple-to-operate graphic user interface.

Individual status is symbolized as a circle, activities are symbolized as rectangles, transitions as arrows and scripts as "flags". A variety of attributes can be allocated via dialogs to all elements of the workflow. For instance a maximum retention period, responsible personnel, and typification, can be allocated to a status.

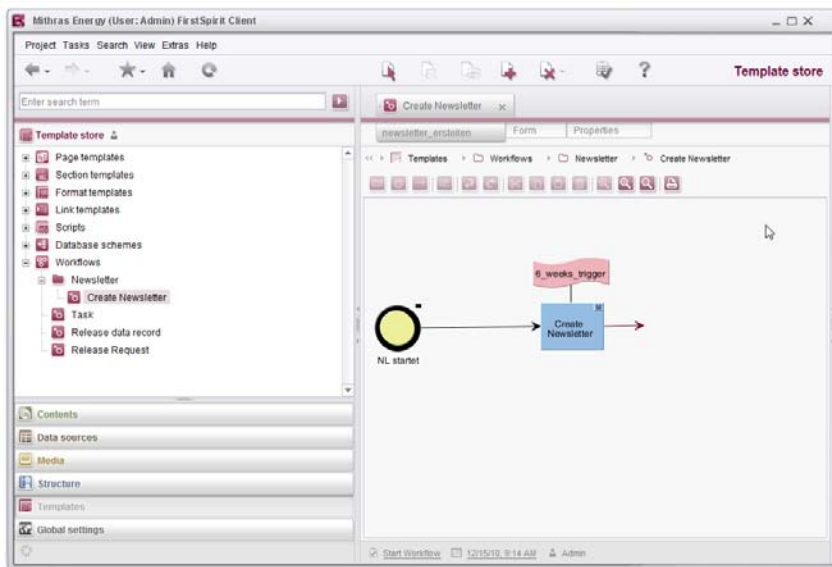
### FirstSpirit™ WorkflowDesigner:



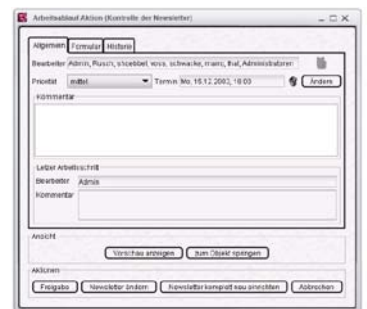
Definition of the mailing list incl. mail text for an activity in the workflow.



Which workflows are permitted in an object (e.g. a page or a folder)?



The beginning of a workflow model: From the start status, "NL cycle started", the system triggers the activity, "New newsletter?". The "6week trigger" automatically initiates the creation and mailing of newsletters every six weeks ...



Different actions can be executed, depending on the authorization.

