VAIL - Flow
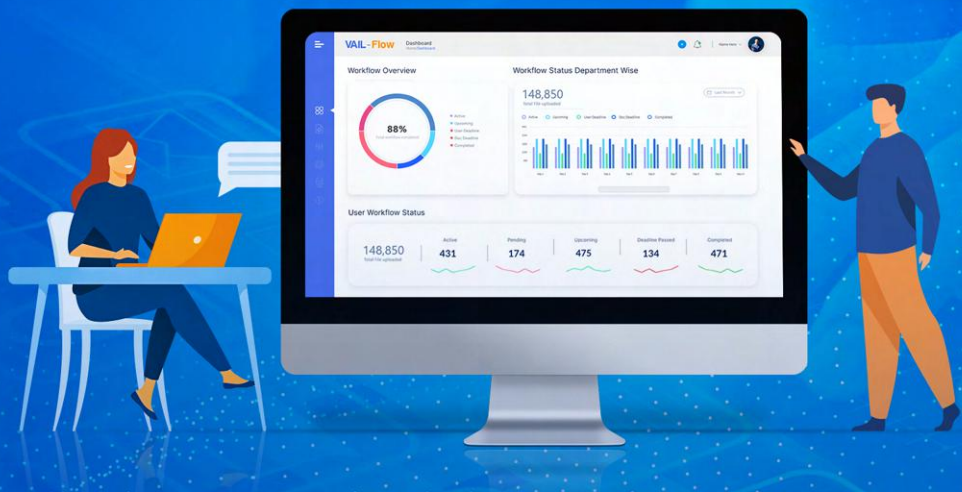
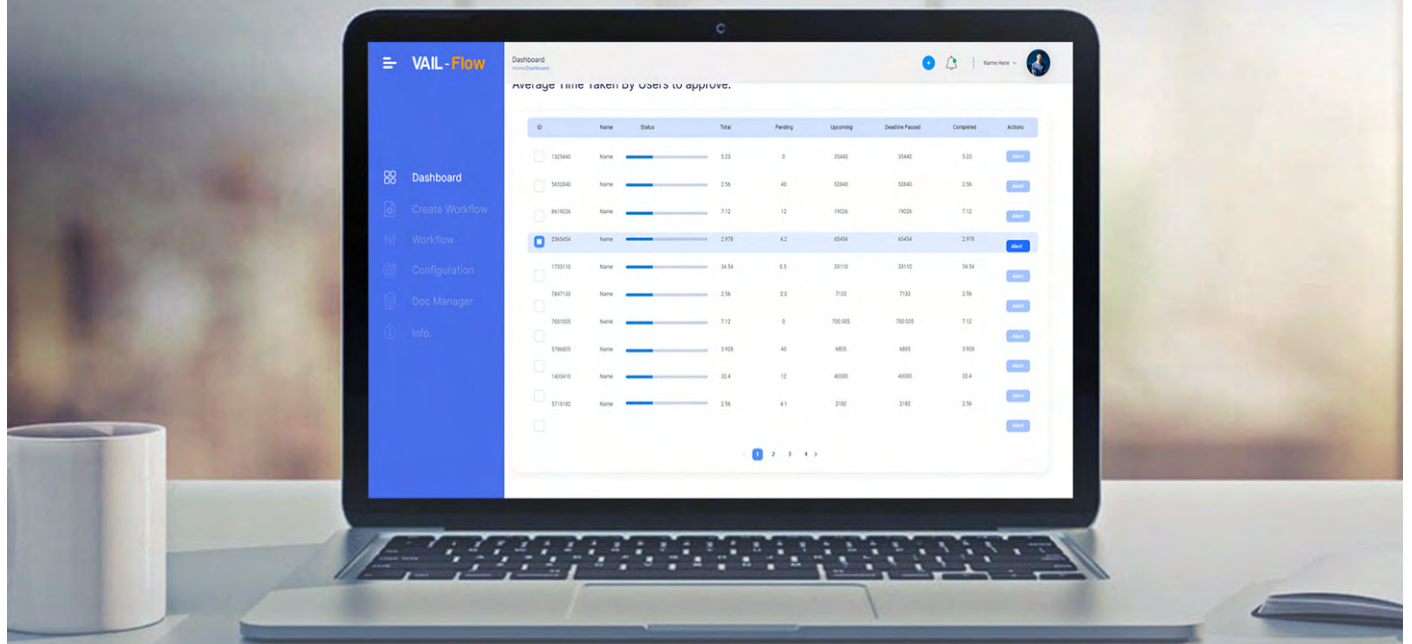# AUTOMATED WORKFLOW MANAGEMENT

VAIL - Flow

AUTOMATED WORKFLOW MANAGEMENT

Velosi offers VAIL-Flow Software, a dynamic document approval management software exclusively developed to revolutionize the way documents are being approved. This software helps one group to manage the approvals of various documents that are being generated internally and externally from each department's approvals up to the issuance of technical reports to clients.

This Workflow Management Software plays an essential role in a day-to-day work flow approval processes and procedures of an organization. Choosing the right tool can intensely impact the business' operational efficiency by reducing the manual efforts involved and automate redundant tasks. It is also used to manage pending tasks, maintain records and easy access of all reviewed work documentations and process.
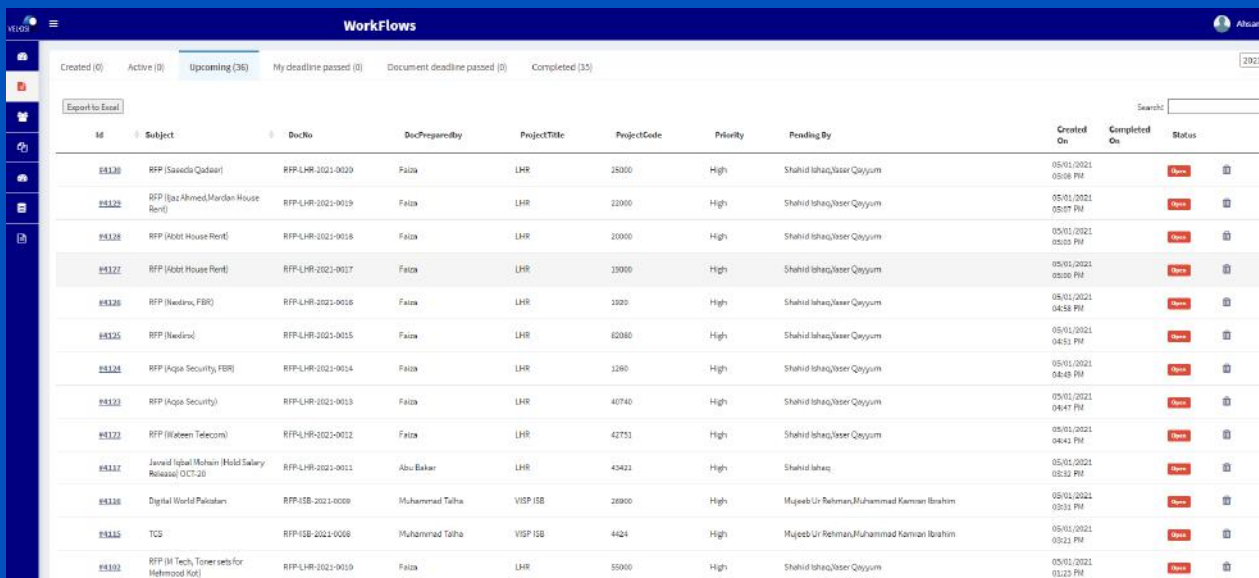
Contents

What is Workflow Management?

Workflow management is the process of conceiving and optimizing the flow of a series of data to enhance the accomplishment of a business process. It encompasses identifying dispensable tasks, framing the workflow in an ideal state, automating the process, and detecting the possible obstacles or areas for improvement.

What is Workflow Management Software?

Workflow management software is an application designed to set up & monitor a specific group of tasks along with its sequence. It allows users to collaborate and automate processes, as well as to define different workflows for various kinds of processes and applications. It can also help reduce the manual efforts involved and automate redundant tasks.

What is VAIL – Flow?

VAIL – Flow is the brainchild of Velosi Asset Integrity Ltd (VAIL). It is an open-source, enterprise workflow management software solution exclusively designed to automate repeatable business functions. The key purpose of the VAIL - Flow is to build a distinct environment to manage the complexity of multiple office automation environments smoothly.

How does Velosi Prevail in Competition?

Velosi's VAIL-Flow software solution elevates our clients' organizational operations, ensuring that businesses stay on the progressive path to achieve its objectives. One of the advantages of VAIL - Flow is that it enables organizations to mitigate wasteful practices that hinder the workflow. It also helps organizations diminish errors and fix bottlenecks, improving process efficiency.

What is Velosi's Methodology?

Since every team and department in business has particular standard processes to adhere to, Velosi designed VAIL – Flow in such a way to productively identify the best approaches to map, execute, integrate, improve, and automate workflows.

What Distinguishes VAIL-Flow from Others?

VAIL-FLow is an automated tool to effectively manage the flow of work and document approvals.

Business Process Management (BPM) Tools

Content Management Modules

Document Management Methods

Major Benefits of VAIL-Flow:

- Efficiently automates your office workflows and creates a real impact on productivity within your organization.

- Has a large influence on self-esteem, confidence and employability, ultimately leading to healthier and sustainable organizational practices.

- Manages the approvals of various types of documents from internal HR approvals to issuance of technical reports.

- Equipped with a single dashboard which allows you to check in progress as well as completed statuses in each department.

- Allows the user to view the pending status on each and every workflow task.

- Enables the user to enter all document details manually and provides the summary for all.

- Offers an in-depth overview of all the documentation that is already processed.

- Encourages the user to mention high priority for getting quick approvals.

- Easier to create custom reports and analytics that are driven by an instinctive user interface.

What are the Major Benefits of VAIL – Flow Modules?

VAIL – Flow comes with a host of benefits that make it ideal for small to medium-sized enterprises and well-established organizations.
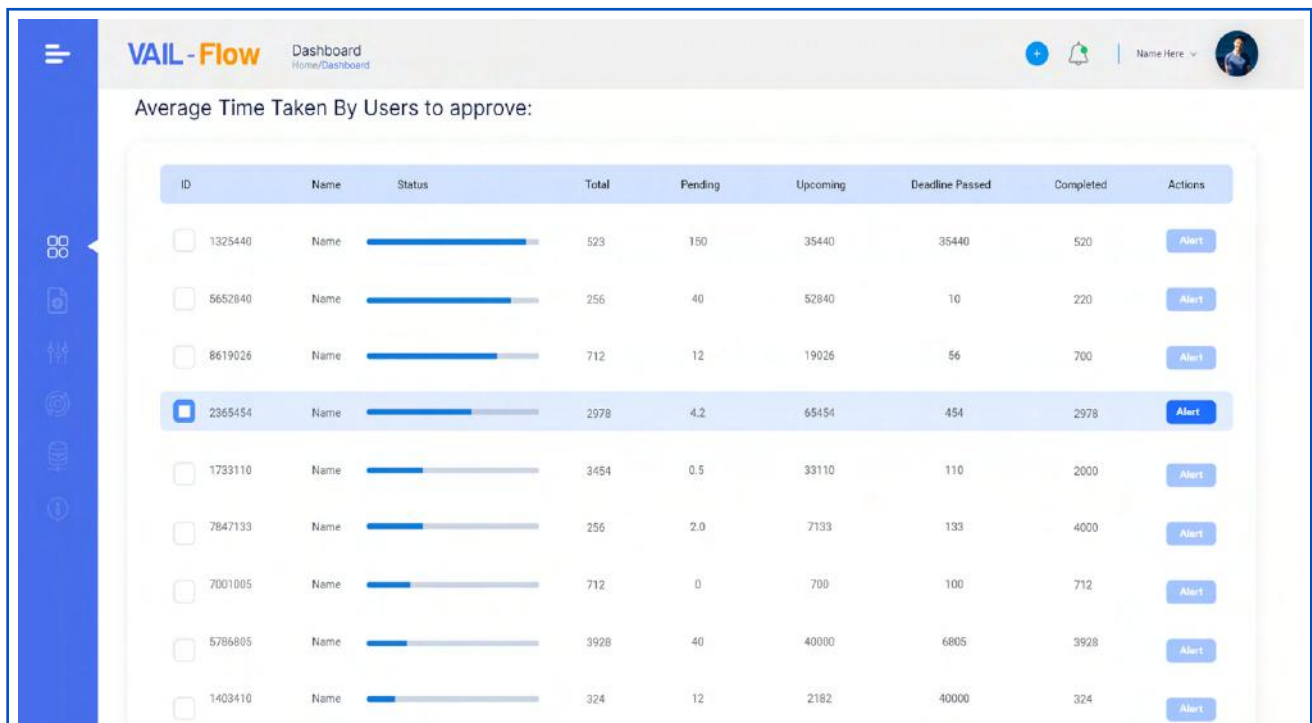
Major Features of VAIL-Flow:

| Convenient | Streamlined | Powerful | Enterprising |

01   CONVENIENT

Anytime, Anywhere Access

The Anytime, Anywhere Access facility of the software enables you to access data from any device or location without having to worry about network downtime.

Mobile-Friendly Platform

With the Mobile-Friendly Platform, it is now easy to develop and execute processes while you are on the go from your smartphone.

Secure & Customizable Access Control

The Secure and Customizable Access Control system improves efficiency and reduces operational costs. A part of the employee onboarding as well as offboarding practice, it ensures a steady method for managing bulk access requests.

Intuitive User Interface

The contemporary, Intuitive User Interface makes it easy to manage business processes by building customized workflow swiftly according to the specific needs.

Code-Free Designs

Simple and easy to use Code-Free Designs enable users to create and publish workflows and forms smoothly and rapidly.

02   STREAMLINED

Automated Task Allocation

The Automated Task Allocation facility helps forward documents to the next processor and processing step. The process usually gets initiated by the user as an ad hoc workflow.

Flexible Workflow Patterns

The Flexible Workflow Patterns enable you to account for parallel processes for not limiting the functionality at any level.

Dynamic Process Management

The highly scalable and Dynamic Process Management system makes it easy to automate, streamline and connect processes in each and every department in a business.

Smart Workflow Approvals

With characteristics like Smart Workflow Approvals, it is simple and effortless to submit and track document movement as well as approval through any organization.

KPI-Based Reports

The distinct and essential KPI-Based Reports help show how well an organization is achieving its vital objectives, keeping your business on track.

03 POWERFUL

Dept Id	Dept Name	Dept Code	
1	Test	TE	
2	Software	SOFT	
3	HSE	HSE	
4	RBI	RBI	
5	Engineering	ENG	
6	RCM	RCM	
7	Accounts	ACC	

Cloud-Based Technology

The unique Cloud-Based Technology allows integration across various platforms, from smartphones and tablets to laptops, ensuring that the information is smoothly managed and distributed on a global level.

Integration with Other Apps

This exclusive feature helps connect the workflow management software with all the other useful tools, allowing you to perform tasks without needing to leave the platform.

SLAs & Due Dates

You can simply set proposed duration, due date (lead time), and Service Level Agreement (SLA) threshold for a specific activity.

Tables & Forms

Our workflow management software supports all basic field categories and enables the adding of custom tables into forms effortlessly. Most importantly, these tables and forms allow you to arrange the flow of information between all process participants smartly.

Powerful Reporting & Analytics

This tool helps you evaluate the performance of the team. Individual reports provide an idea of how good a particular team member is performing and how many tasks are being managed by that employee. Likewise, project reports give a clear view of the whole project, including slipping projects, project progress snapshots and burn-up charts.

04 ENTERPRISING

In-built Team Communication

This particular trait supports communications around tasks right where work is getting done. It enables workers to ask questions, comment on various tasks and processes, mention their co-colleagues, and attach files, documents and images.

Confidential Information

This is one of the vital features of our enterprise workflow management software that enables automated concealing of confidential or private information in documents based on business rules.

Alert Management System

The Alert Management System is a unique feature that sends alerts via email or push notifications to your mobile in order to remind you of the upcoming approvals. You can also customize the type of notifications you wish to receive.

Easy & Fast Integration

It is now easy to integrate your workflows with both current operational systems and popular, third-party CRM/ERP systems.

Great After-Sales Support

Exceptional After-Sales Support is offered to our customers worldwide, ranging from simple parts exchange to complicated works such as components replacements. We also provide seamless online support via chat and email.

Some of Our Clients

Since 2010, we are providing multiple software solutions for business operations & development in various industries which helps clients to reach their full potential to maximize the use of their assets and meet customer satisfaction. We are working with some of the world's largest companies, including Petronas, Galito's, BSR Petrovietnam, PPL, H2AIM, Tanap, ADNOC, SNGPL, Dragon Oil, BUNDUQ, Lukoil, KJO, IDEMITSU, Equion and many others.

Worldwide Existence

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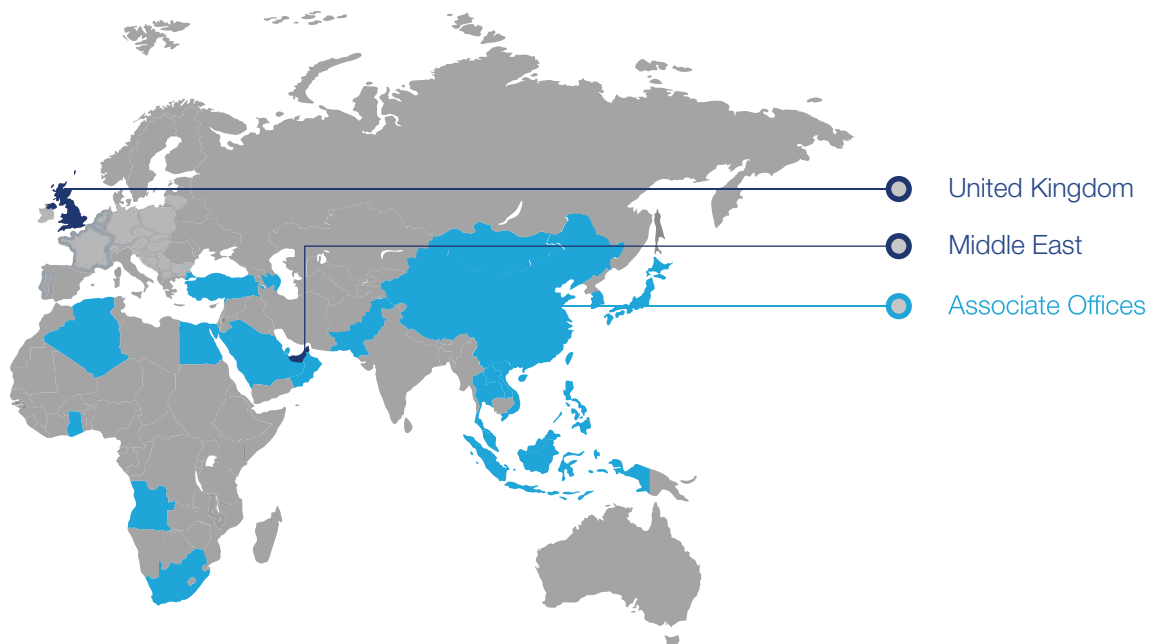
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VAIL-Flow

AUTOMATED WORKFLOW MANAGEMENT