

## B & H COUNCIL NEEDED A PRINTING SOLUTION WITHIN 21 DAYS. AUTOFORM LASERNET DELIVERED IN 11 DAYS

### • Business Need

Mandatory purchase orders need to be created from the newly implemented financial system

Automated network printing of finalised electronic documents

Professional looking documents and purchase orders including the company logo for example

The proposed solution needed to be cheaper than the costs and maintenance involved with pre printed stationary

### • The Solution

AutoForm Lasernet is easily upgradeable modular software whenever needed

Documents are now being electronically distributed across the network via email fax or XML

The solution provided allows for documents to be simultaneously archived

### • The Benefits

The final product solution was delivered ahead of schedule.

Easy to use drag and drop GUI

Immediate and significant cost savings

Enabled automated BACS payments and email document distribution

Met UK government "value for money" spending criteria.

Eliminates time wasting practices of paper changing.

### Overview

Brighton & Hove Council are a local government authority which had a requirement to produce electronic forms for distribution from their existing IT application Radius Powersolve. The company network and application is hosted on an IBM mainframe running Unix across Novell Netware and Windows NT architecture via TCP/IP. Lasernet output management including email and fax integration was provided to meet the business requirements. The benefits of AutoForm Lasetnet that will help to provide an enhanced corporate image include:

- Converting paper documents to electronic images for automated emailing, faxing.
- Minimising disruption to the system during installation.
- Improved production of business documents.
- Reduced pre-printed stationery costs.

### The Customer

Brighton & Hove are a Unitary Authority formed of the boroughs of Brighton & Hove and part of East Sussex. Soon after inauguration as a new Council they implemented an integrated Financial System (Radius Powersolve) to enable each department to monitor their own budgets.

### The Challenge

One notable operational change with the new system, was making purchase orders mandatory; i.e. a department can not pay an invoice unless it was raised against an authorised purchase order. The orders themselves were printed locally from the Unix box across the network to local laser printers. Unfortunately the financial system did not produce professional looking orders (there were no logos, for example). The obvious solution would have been pre-printed stationery, but the cost was prohibitive, and would have involved having to change the paper every time we wanted to print an order.

A solution needed to be found fast. Some suppliers had questioned the validity of orders, and it was felt the corporate image/identity of the council was being damaged. We recognised that Output Management software would be the answer and evaluated a number of different options.

*"Spending a little on initial support repaid itself tenfold in time savings"*

*Martin Strange  
Corporate Finance*

*"What is more, staff were very friendly, very efficient and very patient"*

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### The Solution

AutoFORM was by far the most versatile solution. In particular we liked the way that we would be able to upgrade the software at a later date with emailing & faxing document distribution, as well as an online archive,. Moreover, as a UK company EFS could arrange for the software to be installed and have our orders printing within a mere 3 weeks from order.

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### • Why Lasernet

Automated Delivery by email & fax

Conversion to any Electronic Format

Data Capture

Document Management Workflow

Document Process Automation

### • Is It for you?

Data capture and conversion to any electronic format

Print Management & eliminate pre-printed stationary

Automate delivery of business critical documents by Email and Fax

Transform your output into effective, attractive, laser printable documents with point & click tools

Automatically Capture, Archive & Index documents generated by LaserNet Output Management.

Scan & Index, including OCR and Barcode

Archive PC File, Emails and Faxes

Fast retrieval via Web Interface or Client

### • Where to contact

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AutoFORM is a modular based software for transforming output data into attractive, laser printable business forms, and labels or for mapping and specialist stationery such as cheques. Documents are then electronically distributed across your LAN/WAN network, or via email, fax or xml and simultaneously archived.

One of the advantages of the AutoFORM solution is that it is so easy to use. The 'drag & drop' GUI interface enables data mapping and template changes in minutes: a major time saver compared to traditional coded programming.

### The Benefits

From Start to Finish in 11 Days. With a number of year 2000 issues consuming the IT departments attention and the critical need for a quick solution, Brighton & Hove contracted EFS to undertake the initial development work. **Strange explains: "If we had realised how easy AutoFORM is to use, we might have been more tempted to do the work ourselves, however spending a little on initial support repaid itself tenfold in time savings and meant that we had a working solution in just 11 days."**

*"We had a working solution in just 11 days"*

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The first project meeting occurred on the 11th March. By the 25th March all the document templates had been designed and approved, the data mapping and distribution rules set, and the system fully tested with live data. This gave us a few days grace to introduce the system to operators before the official go live date on the 31st March. Six months on, there have been absolutely no operating problems. A fantastic solution all round.

AutoFORM has brought Brighton & Hove Council a number of immediate and long term benefits, including:

- o Immediate and significant cost savings on pre-printed stationery. (Headed stationery cost in the region to £25.00 per ream, compared to laser stock at £2.00 per ream)
- o Enabled automated BACS payments and email document distribution.
- o Met UK government "value for money" spending criteria
- o Eliminates time wasting practices of paper changing, document collation or 'bursting' of preprinted stationery. Eradicates frustrating form misalignment problems.
- o Existing printers, whether matrix or laser could be used
- o Implemented without business disruption and gives continuous trouble free performance
- o The quality of business documents produced has reduced document queries, helping suppliers to deliver faster and more accurately.
- o System was easily upgraded with email-fax automatic document delivery and online archiving (document imaging). This proved particularly helpful for automating BACS payments and communications.
- o Onward document changes could be undertaken by our own IT department
- o Although initially AutoFORM was used to resolve our purchase order printing problem, the advantages of distributed printing were quickly employed for automated BACS & Cheque remittances, and invoices, all of which were originally printed via an old mainframe system.

**Martin Strange concluded: "What is more, EFS staff were very friendly, very efficient and very patient (we tested all three!)"**