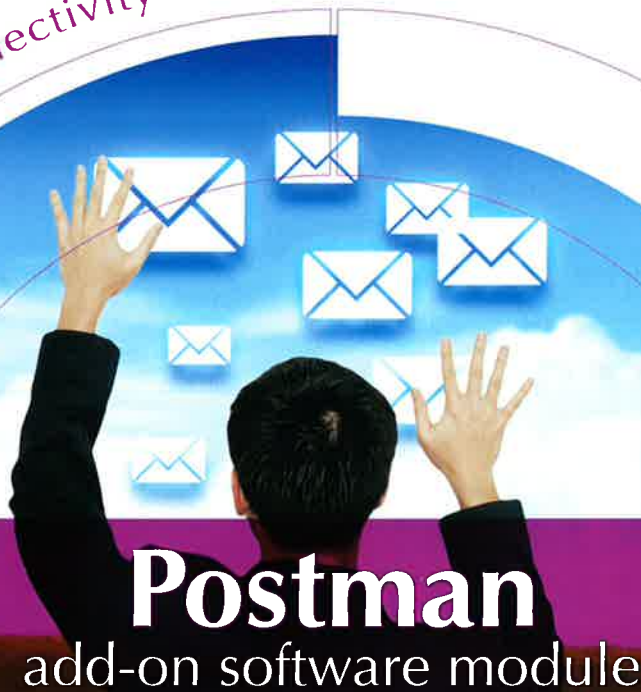


Optimizing
the power of connectivity



Postman add-on software module

Aside from enhancing operational efficiency within a corporation through one of the ready-to-use business workflow model from the Business Application Template component, **WORKFLOW GBS** also provide a facility for a corporation to have on-line exchange of business information of various natures with business associates, customers and other authorised parties outside of the corporation to achieve greater overall efficiency.

This on-line communication facility is made possible by the unique Multiple Collaborators Per Case Design coupled with an innovative file exchange facilitator called Postman, one of the utilities from the Add-On Software Module component available from **WORKFLOW GBS**.

The unique Multiple Collaborators Per Case Design allows a business transaction record (Case) to be worked on by another party, called a Collaborator, other than the originator of the Case. The

Collaborator can be from within the same corporation or from an external entity. Information such as business data, e-mail and attachment pertaining to a Case can be exchanged between the originator and Collaborators so that all parties have the latest status as well as a consolidated view.

Postman supports secure connection on a many-to-many basis through standard communication protocol either via point-to-point dial-up or leased lines and Internet communication. With the **Postman** component alone, external Collaborators can utilize other third party application for establishing on-line communication with the corporation (or originator of a Case) but to achieve seamless integration, they can use other products available, from the **WORKFLOW GBS** that is best suited to their business operation requirement.



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TECHNOLOGICALLY ADVANCED POSTMAN

Salient Features & Benefits

Data Exchange Process

Postman consists of 4 distinct and self-explanatory Data Exchange processes, namely, Prepare Data, Send Data, Receive Data and Update Data as the main functions. The Data Exchange processes are done: -

- In a secure manner where unique encryption & compression algorithm as well as a password are applied to the business data during the Prepare Data function with the reverse action (i.e., decryption, verification of password, and decompression) being applied during the Receive Data function
- In a controlled manner where only authorised personnel(s) are allowed to initiate the Send Data function, and the recipient(s), i.e. the Collaborator(s) must also be authorised in advance
- With a Roll-Back feature where either all data intended to be sent will be sent or none at all in the event of encountering some environmental interruption such as hardware equipment failure and communication equipment and/or line failure

Data Exchange Mode

The 4 Data Exchange processes of Postman can be carried out via 2 modes, namely, Manual Activation and Automatic Activation in mutually exclusive manner.

The Manual Activation provides the option to execute the 4 Data Exchange processes on 'as-and-when' require basis. Automatic Activation mode, on the other hand, is supported by a user-definable and parameter-driven Scheduler that allows for the setting-up and subsequent execution of a flexible schedule of Data Exchange processes as it caters for: -

- Starting time & the interval duration of next process within a day
- Frequency of recurring activation process over a period
- Selection of the 4 Data Exchange processes

Administrative Functions

Postman also supports administrative functions to ensure smooth operation of Data Exchange processes. Some of administrative functions available are: -

- System Parameters or Codes set-up that includes telephone numbers of Collaborators
- Housekeeping utility to auto-delete data files
- Comprehensive Log-File features that keeps the details pertaining to all aspect of Data Exchange for auditing and trouble-shooting purposes. Log-Files can be view via Text or HTML format.



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