

SUMMARY

OnBase Mobile Access for iPad (11.0) provides workers with easy access to OnBase documents and processes at their convenience, or while they're on-the-go. Organizations can decrease overall processing time and simultaneously increase productivity by always keeping OnBase at decision makers' fingertips. Users can perform searches, view documents and keywords, and add, edit and delete document notes—even execute business decisions—all without requiring online access from a computer.

BUSINESS IMPACT

- **Improve the cost efficiency and effectiveness of a current OnBase solution** by extending mobile access to users.
- **Convenient access to documents and processes on-the-go**, when away from the office or not at a computer.
- **Make familiar or repetitive Workflow decisions quickly and easily**, without the need to access the full interface.
- **Leverage your company's existing mobile device investments**, with out-of-the-box OnBase integration.

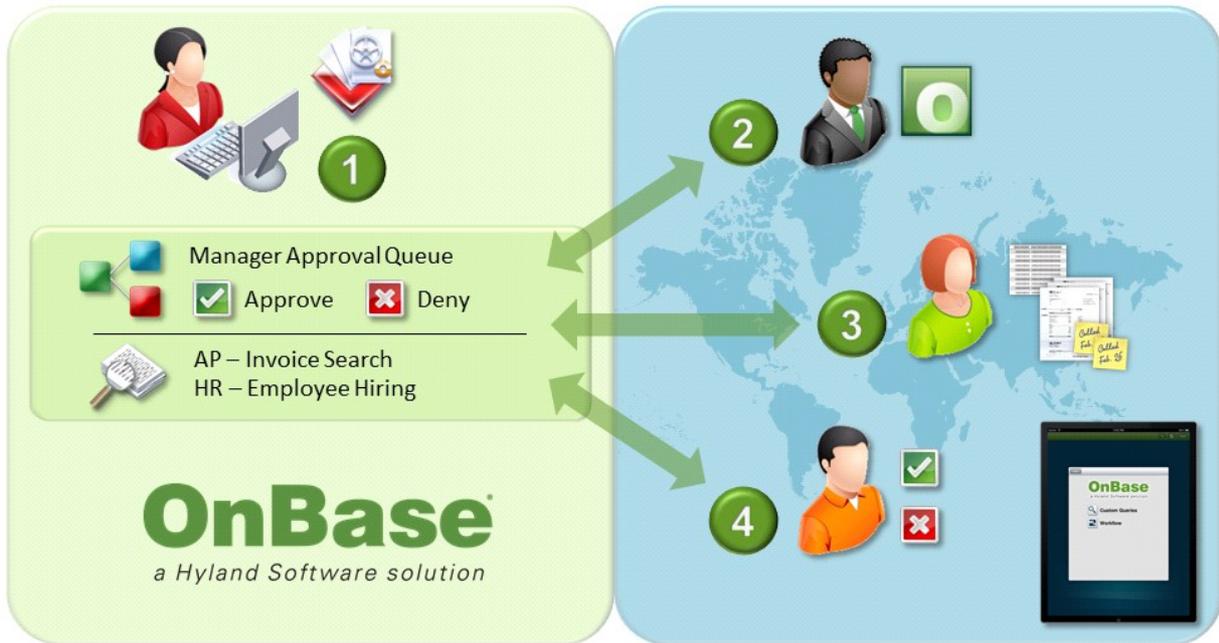
BUSINESS APPLICATION

- **C-Level executives**, managers and traveling employees can make immediate approval and routing decisions without spending precious time accessing a computer or processing documents in an unstructured fashion such as with calls or e-mail.
- **Commuters** typically experience unproductive downtime while traveling via public transportation, carpooling, etc. OnBase Mobile enables employees to monitor their mobile queues and access documents during these down periods.
- **Field employees** can perform field work and acknowledge via OnBase Mobile that a job has been completed or provide status updates to a project, including requests for help or materials. Real-time approvals and updates eliminate lag times, promote enterprise agility and improve transparency into any project. The ability to search for and access reference pricing sheets, manuals and technical documents while in the field, reduces the need for dedicating resources to support field employees.

KEY FEATURES

- **Administrative control** to designate only certain Ad-Hoc User Tasks and Custom Queries to be accessible from the OnBase Mobile application.
- **Use familiar touchscreen gestures** to:
 - View, zoom, rotate and navigate multi-page documents
 - View document keywords
 - Execute Workflow Ad-Hoc tasks
 - Add, view, edit and delete OnBase Notes
- **Developed as a native Apple iOS app** to provide a user experience consistent with other apps. Supports standard file formats including images, text, Office documents, PDF and HTML.
- **Ease of deployment** with the OnBase Mobile for iPad app available on the Apple App Store.
- **Mobile App Broker** provides an extra layer of security, allowing server mobile access to be hosted on a separate machine from the Application Server and supporting SSL.

Diagram



1. OnBase Administrators configure specific Ad-Hoc User Tasks within Workflow Queues, and specific Custom Queries to be "Available to Mobile Devices".
2. Users can launch and login to OnBase by selecting the OnBase Mobile application desktop icon.
3. Users can select from and execute available Custom Query searches, view lists of Workflow Queue items, view Documents and Keywords, as well as View, Add, Edit and Delete document Notes.
4. Users can select from and execute available Workflow Tasks, routing documents on for further processing.

HYLAND SOFTWARE

28500 Clemens Road - Westlake, Ohio 44145 - p.440.788.5000 - www.hyland.com

©Hyland Software, Inc. All rights reserved. Trademarks are the properties of their respective owners.

SCREENSHOTS

Select Workflow or Custom Queries



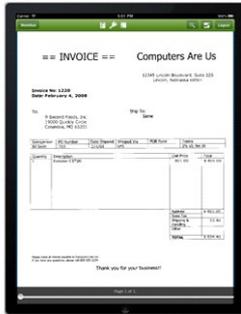
Browse Workflow Queues



Custom Query Searches



Zoom & Rotate Documents

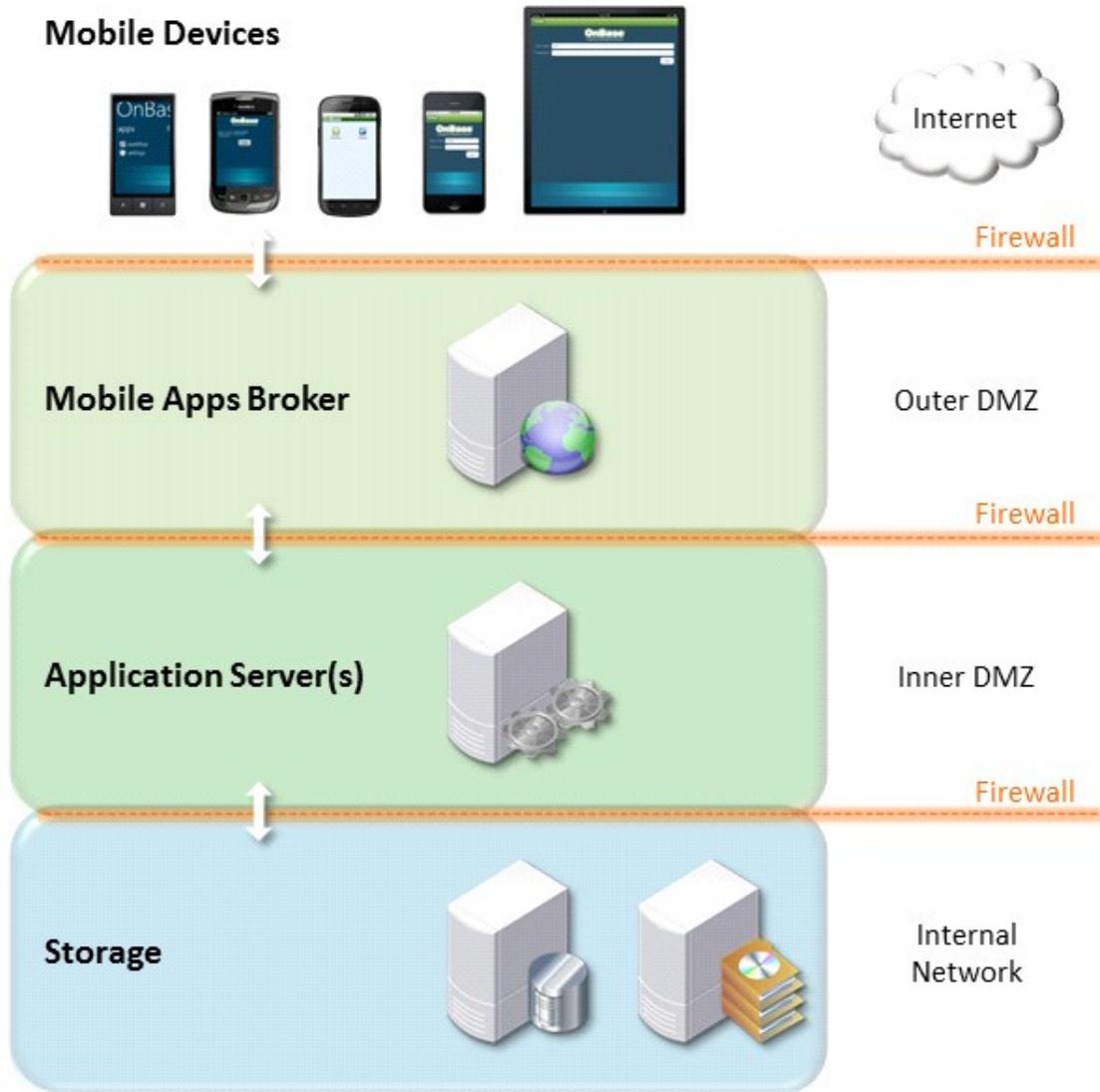


Add, Edit & Delete Notes



Execute Workflow Tasks





All of the OnBase Mobile Apps utilize a shared Mobile Apps Broker Web service hosted via Microsoft Windows Server Internet Information Services (IIS).