



An ISO 9001:2000 Certified Company

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About Velox

Velox is a web-based workflow management solution to enhance efficiency and productivity of your organization. With Velox you can manage, measure and analyze your complete business processes. By using Velox, your organization can achieve high levels of efficiency and reach optimum productivity levels that are required to stay competitive in today's changing business dynamics. With Velox, the line managers and top management can get real-time snapshots of their business processes.

1. Seamless process configuration

Velox can be tuned to your existing business processes and not the other way around. You can:

- a. Configure the complete workflow of your organization.
- b. Define organizational structure vis-à-vis the tasks that is assigned to each department/personnel. You can further extend this configuration to manage geographies.
- c. Manage complexities between People, Process & Place.

2. Task Delegation

With Velox, you no longer need to rely on verbal communications to assign and track tasks of your personnel. Based on pre-defined workflows and on the rules on who-does-what, Velox automatically assigns individual tasks in the workflow to personnel responsible for that task. This assignment can also be done manually to override automatic assignment on a need basis.

3. Notifications and Task Manager

With rich features of auto-notification and escalations embedded into each pre-defined process you can curb on work slippages. Velox keeps you in complete control of your business processes. Alerts can be received via emails and the most critical slippages can be received via SMS.

4. Central Repository for Document Management

Velox also functions as a central repository for document management wherein authorized users can get instant access to these scanned documents. Documents can also be attached at a high level process and/or at the individual task level.

5. Reporting

Built-in dashboards provide the managers with real time detailed graphical views on the status of each task within workflows. Informed decisions can now be based on statistics related to turnaround time between tasks, number of on-going tasks, workloads, etc.



About Infomatics

INFOMATICS was established in 1979 and pioneered in offering back-office services to banking & financial institutions in the area of cash management, depository, trade services & retail bank operations. Today, INFOMATICS provides a broad portfolio of services in **Information Technology** for the Banking & Finance, Shipping & Logistics Industries based in India, Africa & South East Asian region.

More details about us can be found at <http://www.infomatics.co.in>