

# Promethean cut costs by £50,000 pa. by using AutoFORM Document Management with INFOR ERP-LN

## Overview

### ■ Industry

Interactive classroom whiteboard solutions.

Offices and distribution centres in the United States, the United Kingdom, China, Hong Kong, France, and Germany.

Founded: 1977

WWW.PROMETHEANWORLD.COM

### ■ Business Solution

Document creation, world wide distribution and archiving of INFOR LN documents.

### ■ Architecture & Software

IBM AS/400  
Windows Server  
INFOR ERP LN  
Fourth Shift  
Matrix 1  
Lotus Notes  
AutoFORM LaserNet  
AutoFORM Fax and Email  
AutoFORM PDM Archive, Scanning

### ■ Key Business Benefits

£50,000 pa cost saving by bringing INFOR LN output & document management in-house, thereby eliminating consultancy fees. Additional business benefits achieved with faster electronic document distribution by email and online document storage and retrieval, integrated with INFOR LN.



**Promethean, the company who invented interactive whiteboards for schools are moving away from paper based business processing to faster e-enabled systems, by integrating AutoFORM LaserNet Output & Document Management Technology with their existing INFOR ERP-LN. In doing so Promethean are expecting at least £50,000 of cost savings per year.**

### AutoFORM improves business processing

"AutoFORM provides an extremely versatile, but easy to use document management interface for INFOR LN," says Antony Rees – Promethean's INFOR LN IT Developer. "AutoFORM is intuitive to use with its 'point & click' document interface for INFOR LN. This has enabled our own IT team to improve the document processes driven by our INFOR LN ERP system without spending a small fortune in consultancy fees."

### Three document solutions in one

During the evaluation process, Promethean quickly realised that AutoFORM was much more than a form designer and that the document management AutoFORM's imaging, archiving and workflow facilities would bring a number of additional cost savings and business processing improvements. In particular, Promethean have benefited from:-

*AutoFORM has saved us a small fortune in IT Consultancy fees!*

## **Output & Document Management**

**Designing more effective, attractive, laser printable documents** incorporating logos, and specific customer data eliminating the cost and difficulties associated with pre-printed multipart stationery & complex output programming.

Antony Rees comments: "Implementing AutoFORM allows us to make all those small, but nevertheless business critical, changes that our customers and business units ask for on a daily basis, without having to call in a consultant which is obviously often cost prohibitive. Using AutoFORM we can add subtotals, extra columns to show discount structures, manage foreign language printing, including Chinese for our new Shanghai subsidiary, switch dates from European to American formats and generally do everything that we need to do to make documents clearer and easier to decipher.

**Export Documents:** AutoFORM has proved very useful for producing export documents. These often require high levels of supplementary data to be manually inputted, pallet sizes, shipping marks, customs declarations etc. In addition to providing the SITPRO licensed laser printable export document templates, AutoFORM can collect this additional data automatically from a database external to INFOR LN using ODBC or OLE-DB call ups (the database could be as simple as an Excel Spreadsheet). The result is detailed documents without manual input or risking damaging the original INFOR data files with all the problems that this can bring.

**Electronic Delivery.** Significant cost savings have been achieved with the automated emailing of INFOR LN invoices, statements and despatch notifications. Antony Rees comments "Not only does the elimination of printing, manually faxing and filing reduce costs by around £1.00 a document, customers receive automated despatch confirmations as soon as the goods leave the warehouse allowing them the maximum time to prepare for the delivery. Again, this was simple to arrange using AutoFORM, but hugely appreciated by our resellers."

**Web access document retrieval & viewing system:** Supplier invoices, customer orders, proof of delivery and other documents are all made available to our managers and customer service agents at the desktop—either directly from the relevant INFOR LN screen or via their web-browser. This has improved company efficiency enormously. Daily tasks, customer and supplier queries, and management reports can all be completed quickly and efficiently without having to trawl through filing cabinets to find the supporting documents.

**Web Customer Self-Service Access:** In addition, Promethean have used AutoFORM Archive to provide customers with web access to sales invoices and proof of despatch via Promethean's web-based ordering service. Promethean's resellers, particularly those in China and the US working in different time-zones, say that they really

appreciate being able to get immediate confirmation that goods have been delivered—and more importantly who signed for them—without having to wait for a response to an email.

## **Versatility of Software is Impressive**

Antony Rees concludes: What has really impressed us at Promethean is the versatility of the AutoFORM software. Our business units constantly request small changes to our business process to improve efficiency and customer service and invariably we use AutoFORM to create the solution. We have detailed some of the ways that we have used AutoFORM in this case study, but we want to stress that it wasn't until we started to use AutoFORM that we began to appreciate how useful it would be to our business. We rely heavily on AutoFORM – it provides all the facilities that you need to accelerate and streamline your INFOR LN document processes – to the benefit of your customers – and ultimately your business. We highly recommend AutoFORM to other INFOR LN users.

*Every day our business units challenge  
the IT department with a new idea on  
how we can improve business efficiency  
- and AutoFORM gives us the solution  
everytime!*

[WWW.EFSTECHNOLOGY.COM](http://WWW.EFSTECHNOLOGY.COM)