

AbilitySuite™

Just relax.



CONVERGENCE

bringing people & technology together...



Giving Organisations the Ability to implement Document Management, Business Process Workflow and Corporate Email Management solutions – without programming!

Companies of all sizes and across all industries are looking for effective and manageable answers to the challenges of document management and business process workflow. Not only does the **AbilitySuite™** by Convergence deliver extremely flexible solutions to these challenges, it also provides for equal treatment and non-intrusive integration of email messages into the **Corporate Information Space** – while maintaining full security and access control.



**The *AbilitySuite™*
by Convergence,
a family of powerful
and fully integrated
software modules**

AbilityCenter™

AdaptAbility™

MailAbility™

DesktopAbility™

IntegrateAbility™

RelateAbility™

AdminAbility™

VisAbility™

ContactAbility™

TimeTrackAbility™

AbilityPeople™

AbilityCenter™

The **AbilityCenter™** is the hub of the **Corporate Information Space** – a concept that brings together multiple business process applications based on **AdaptAbility™** as well as existing databases/applications and corporate email. Every piece of information in any database that is connected into the **AbilityCenter™** is indexed using the respective information categories and values, i.e. meta data, that have been agreed to describe this information.

This corporate wide meta data is managed with the **AbilityCenter™** and 'brokered' out to any connected application or database. This ensures consistent use of meta data, which makes it easier for users to categorise documents correctly. The result is obvious: better data in provides better data out...

The **AbilityCenter™** being a non-hierarchical, light-weight index card system, provides a single high-performance user interface for searches across multiple business applications and/or databases. For example, you may need to locate information relating to a 'thread' or 'information concept' such as a project, a product or contract etc. A search for information relating to a project returns all relevant documents including, proposals, letters, contracts, project plans as well as email correspondence. Search results will depend on the individual user access privileges and security settings and only show a person information they are permitted to see.

Users are also able to easily locate documents/information by process or workflow 'state', since this is part of the information available for each document. For example, "show me all contracts in 'pending' state" or "show me all ISO procedures currently in 'review' state". The applications for this software are endless.

AdaptAbility™

AdaptAbility™ provides a complete, combined workflow and document management template, which users can 'adapt' to virtually any business process. The system allows users to build an entire business process application, including form and field design, security and access control, workflow stages and transitions including email notifications, escalations, automatic triggers etc. **AdaptAbility™** caters for any number of workflow stages and transitions. Multiple **AdaptAbility™** applications each with their own process-specific attributes can be setup and integrated with the **AbilityCenter™**.

MailAbility™

MailAbility™ lets organisations harness the true power of corporate email. Many organisations struggle with the vast number of email messages sent and received every day and significant duplication of information in particular. A large amount of business

“The **AbilitySuite™** by Convergence – effective solutions to document management, business process workflow and corporate email management, **without programming!** Relax, treat yourself to consistently high quality and easy on-going maintenance of your applications.”

information is stored in 'personal' mail files distributed across the entire organisation with no simple means for this information to be shared and managed effectively.

MailAbility™ allows organisations to easily define email message profiles, which include mandatory and optional meta data requirements as well as advanced security settings for usage and subsequent retrieval of messages.

Users simply apply the respective meta data to their email messages as they are sending them. This meta data is looked-up from the AbilityCenter™ and can include categories such as 'client', 'project', 'product' or 'communication type', where the available values could be 'proposal', 'contract', 'project update' etc. Message profiles can be applied to both outbound and inbound messages.

Based on security access level settings, certain users or work groups may now conveniently share this information across teams or the entire organisation and even retrieve them in context alongside other information when searching via the AbilityCenter™.

Imagine staff being able to access email correspondence, including messages of other users across the organisation, hence receiving a holistic view on a particular thread or subject. This unique and powerful module gives modern organisations the edge when it comes to dealing with masses of largely unstructured and decentralised email correspondence.

DesktopAbility™

DesktopAbility™ is the ultimate in desktop and document repository integration.

DesktopAbility™ allows users to save documents directly from their favourite desktop applications - such as MS-Office etc. – into the structured environment of a workflow enabled AdaptAbility™ application or any other Lotus Notes database, for that matter. When saving documents users receive a special 'save' dialogue which allows them not only to save the document straight into the appropriate business application or database, but also to apply the appropriate meta data, which is sourced from the AbilityCenter™ and suggested to the user in a pro-active and user-friendly way.

Documents saved into an AdaptAbility™ application in this way can immediately initiate a workflow process and trigger actions or notifications. For example, a new policy document can be written and saved directly into an AdaptAbility™ application. From here, the appropriate 'Approver' of such a policy document is automatically notified via email and requested to action the document before he or she publishes it. DesktopAbility™ workflow-enables your desktop applications!

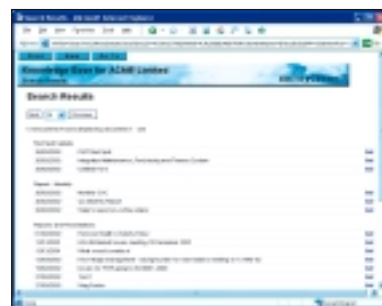
The **AbilitySuite™** provides fully integrated and easily manageable solutions to document management, business process workflow and corporate email management. The flexibility provided by this easily configurable suite of software modules adds value to organisations by providing a fully scaleable environment they can maintain themselves with minimal training.

Other Modules of the AbilitySuite™ include IntegrateAbility™, RelateAbility™, AdminAbility™, VisAbility™, ContactAbility™, TimeTrackAbility™ and AbilityPeople™.

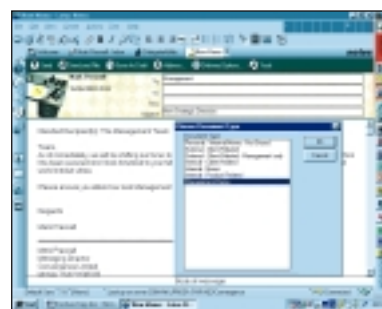
Please visit our web site for more information: www.convergence.co.nz



The 'Search Screen' of the AbilityCenter™ allows for searches across multiple databases using centrally managed meta data and a light-weight index card system that describes the Corporate Information Space.



Search results in the AbilityCenter™ provide a holistic view all information relating to a particular context such as 'client', 'project', 'policy', 'job' etc. – including any relevant email correspondence. Most likely, this information is actually stored in multiple databases or repositories.



When sending email messages, users can select from a list of message types, which have pre-defined security and access rules. Users are then prompted for certain meta data based on the type of message they are sending. Centrally managed meta data from the AbilityCenter™ ensures that messages can be retrieved in context and shared across work groups or the entire organisation in very effective ways.

Just relax.

AbilitySuite™

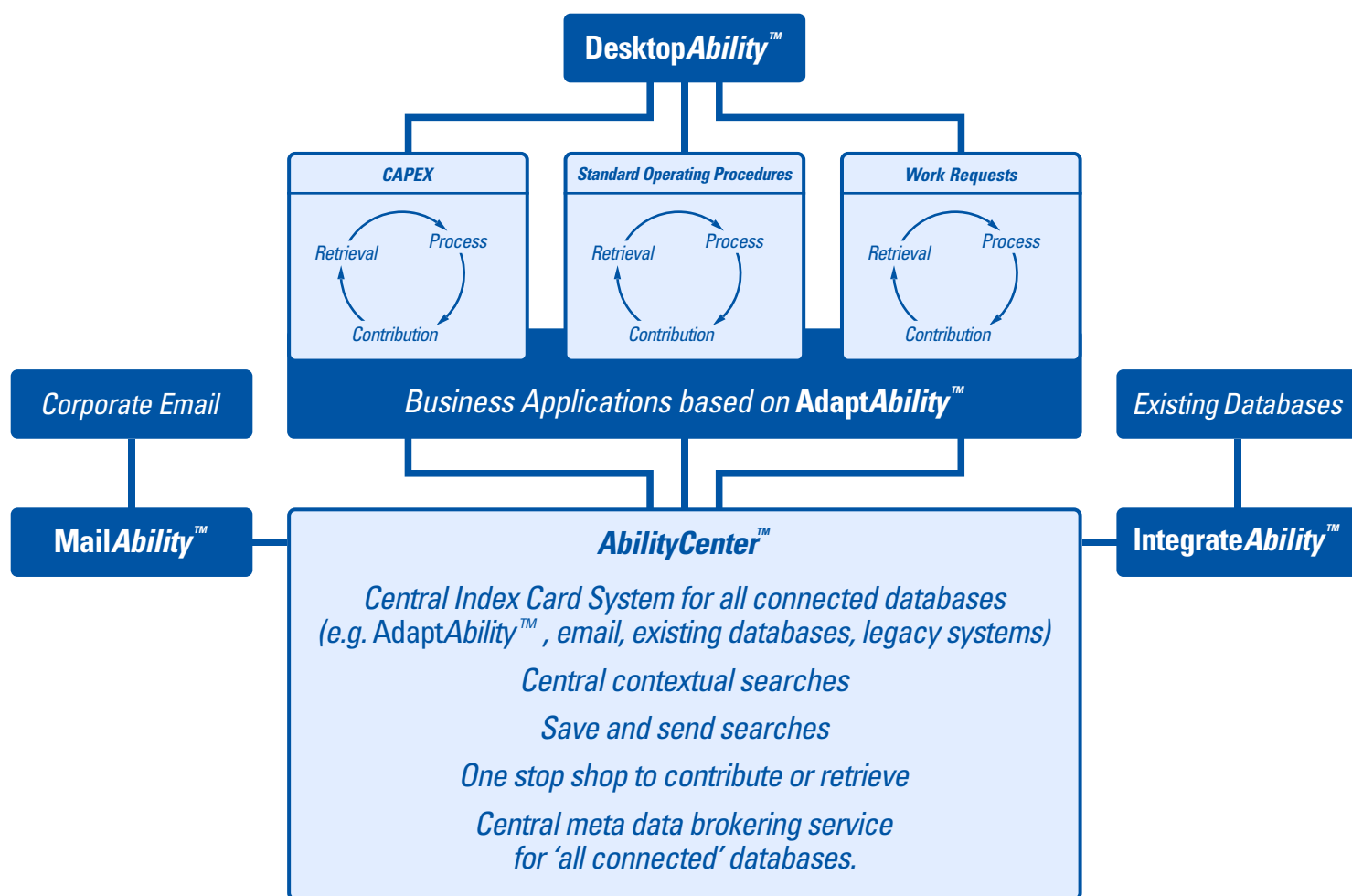


AbilitySuite™

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The AbilitySuite™ of Software Products



For more information contact:


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