

# The business case for digitizing workflows in the cloud



For an organization to be successful today, it must provide a consistent, positive experience for both employees and customers. To make this happen, organizations need to do away with manual traditional workflows, which cause information sharing and access delays, hampering business productivity with huge cost impacts. Instead, organizations should automate workflows wherever possible. Automating workflows frees employees to perform higher value tasks, and enables faster, more secure operations, and an increase in employee productivity and business efficiency.



# 5 IT challenges caused by legacy systems and workflows

---

When office-based working was the norm, legacy on-premise infrastructure and the compulsion to be onsite to access data were not as limiting. But new ways of working, and increasingly complex workforce needs and expectations, demand more.

- 1 MORE COMPLEXITIES AND INEFFICIENCIES**  
Diverse tasks, multiple information sources, stakeholders, locations, and documents create complexities and inefficiencies for your distributed workforce as they go about their work.

---

- 2 DIFFICULT TO CUSTOMIZE**  
Legacy systems are difficult to customize, forcing you to mold your processes around their limited functionalities.

---

- 3 HIGH BURDEN ON IT**  
IT must manually manage and update systems, and fix issues. This results in ineffective management of workflows, delayed or lost information sharing, lack of visibility, and reduced employee productivity.

---

- 4 NON ADHERENCE TO DATA PRIVACY**  
Legacy workflows often lead to compliance issues, policy violations, data privacy, and security issues as everything is handled manually, increasing the chances of employees missing key steps.

---

- 5 OPERATE IN SILOS**  
Traditional workflows are disconnected and operate in silos, resulting in many redundancies.

---

## Deliver desired outcomes by implementing cloud-based workflows

---

**162%**  
increase in enterprise  
buyer interest for  
automation technology<sup>1</sup>

Cloud-based workflow solutions that can route all requests, capture information, and be accessed from multiple locations anytime are the smart choice for every organization. They convert manual processes to web-based digital workflows that eliminate manual data entry, enhance information capture, and automate repetitive tasks. Using cloud-based workflow solutions, organizations can digitize manual tasks.

# Manage with ease



Cloud-based workflows help IT simplify and improve end-user device management, delivering a better employee experience across endpoint devices and applications.



- **CENTRALIZE DATA MANAGEMENT**  
With data managed centrally, updates can be made once and applied across the process chain, visible to users in real time. This also allows IT to review all data capture and workflow efficiency from a single interface.

---

- **INTEGRATE WITH EASE**  
Cloud-based workflow management solutions can integrate seamlessly with other applications, eliminating data silos, enhancing user experience, and allowing greater access to information on a single interface.

---

- **SCALE UP OR DOWN AS NEEDED**  
With cloud workflows, you can meet your business demands quickly by scaling up or down as per needs, without a costly upgrade.

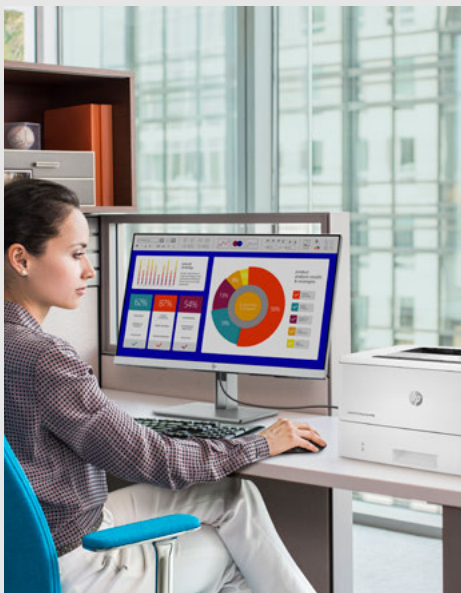
---

- **IT RESOURCE SAVINGS**  
Cloud-optimized workflows offer rapid installations, hosting, and maintenance managed by a third-party provider. This reduces the load on in-house IT teams.

# Supercharge productivity



Provide your employees with the flexibility to work from anywhere and boost productivity by automating routine tasks with cloud-based workflows



- **AUTOMATE MANUAL PROCESSES**  
Cloud-based workflows help reduce manual steps to complete a task and improve efficiency by automating the flow of documents, tasks, and information. By reducing manual intervention required, teams enjoy saved time and a smoother user experience.

---

- **ENABLE ACCESS FROM ANYWHERE**  
Cloud-based workflows are essential to allow your distributed workforce to access data from home, office, on the go, with multi-platform and device compatibility.

---

- **CUSTOMIZE TO SUIT DIVERSE NEEDS**  
Cloud based workflows are easy to customize thanks to low-code or no-code tools, allowing non-technical users to tweak a functionality or tailor a unique process flow to meet their unique needs.

# Enhance security



Cloud-based workflows covers a range of security aspects such as conditional visibility, data encryption, and role-based accessibility. It ensures sensitive documents are accessible by the right people and confidential data is not compromised.

## CENTRALIZE DATA MANAGEMENT

Be it role-based accessibility, conditional visibility, or data encryption, cloud workflows come with an array of security aspects to ensure confidential data is not compromised.

# Improve collaboration



Cloud-based workflows break down barriers to information sharing. It helps your employees work together effectively whether they're together, apart, or a combination of the two.

## BRING DISTRIBUTED TEAMS TOGETHER

Cloud-based workflows break down barriers to information sharing. It helps your employees work together effectively whether they're together, apart, or a combination of the two.



# Benefits

	Benefits IT	Benefits the end user	Benefits the organization
Centralized	●		
Ease to integrate	●		
Scalable	●		●
Reduces IT load	●		●
Accessible anywhere		●	
Customizable		●	●
Automated		●	
Secure	●		●
Drives collaboration	●		●

LEGEND

● Manageability   ● Productivity   ● Security   ● Collaboration

Cloud-based workflows help accelerate automation and drive efficiencies. Teams within organizations can easily access data, collaborate smoothly, eliminate redundancies and errors caused by manual processes, while reducing costs.

## Look for workflow optimization solutions that:



Accelerate decision-making



Reduce the cost of processing and managing documents



Increase productivity



Automate paper and digital processes

## Learn how HP Managed Print Services can help with your move to the cloud

[hp.com/go/mps](https://hp.com/go/mps)

Reference:

1. ISG Enterprise Buying Interest in Intelligent Automation Jumps as COVID-19 Lockdown Progresses, May 2021.

© Copyright 2022 HP Development Company, L.P. The information contained herein is subject to change without notice. The only warranties for HP products and services are set forth in the express warranty statements accompanying such products and services. Nothing herein should be construed as constituting an additional warranty. HP shall not be liable for technical or editorial errors or omissions contained herein.

