



## workflow management

# Everything under control with WorkWizz

### **Streamline production of printed matter**

Before your printed material ends up in the rack or lands on the doorstep, a great deal of work has been carried out by numerous people from diverse disciplines. You of all people know that. At Roto Smeets, you can manage all your workflow through internet. This will help you coordinate a variety of activities, allow different people to work together and – most importantly – keep track of exactly what is going on in all stages of your production process.

### **WorkWizz, fast and easy**

WorkWizz, the Roto Smeets workflow management system, is a user friendly database application that works with a standard internet browser. WorkWizz brings together all parties involved in the production process, helping them carry out their tasks efficiently and with a clear overview of the entire project.

### **Workflow management – your key advantages**

- Several people can work online, on the same project at the same time and they can see exactly what actions have been taken
- User friendly web interfaces that everyone can easily learn, available 24 hours a day, 7 days a week, anywhere in the world
- Project manager and other authorized users have immediate insight in the progress of the workflow
- Reduced costs and production time, while enabling changes at the last possible moment
- People can upload data themselves
- Clear archiving system, ensuring efficient reuse of material and eliminating the chance of duplication
- Savings on costs related to hardcopy proofs and couriers
- No investment in hardware and software required

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## During pre-publishing

Those who provide input for your print work (text, image, complete advertising pages) can quickly make these items available for other parties in the process, like your designer or printer. It does not matter whether your suppliers of text and images are inside or outside of your organisation. You can provide access to your online system to anyone who submits material for a project (manufacturers, photographers, copywriters, advertising agencies, etc.).

## During production

When input has been made available, any authorised user in your organisation can follow the progress of a publication, from anywhere in the world, 24/7. You can check every step of the publication process online, make corrections as needed and finally, approve the final files.

If required, you can also work online with parties that are not directly connected to the publication process. For example, your internal marketing or purchasing departments, other branches of the company or e-business suppliers.

Images that are used for other projects can be archived in an online image bank for reuse. This will allow people to quickly retrieve the correct image for use in other printed material or media forms.

## Secure system

WorkWizz is designed with maximum protection to ensure that all parties can work safely within one system. Technically, by using a good firewall and back-up system, as well as a unique password and log-in for each user. With its in-depth user profiles, WorkWizz can automatically determine what each user can see in the process and what actions can be carried out. This ensures that only authorised users can make corrections or approve production steps.

## Save time and money

Workflow management with WorkWizz gives you more control over publication processes, while saving you a great deal of time and money. You spend far less time informing other parties about the progress of a project and do not waste time searching for text and images. We can set up a custom-made workflow that matches the exact requirements of your production process, so your users quickly become familiar with the new online way of working. Once online, WorkWizz will reduce your costs for hardcopy proofs and couriers and help you save on the hidden costs of mistakes that can occur from using the incorrect versions of material and delays caused by lack of information.

### Would you like to know more?

If you have any questions, would like more information or advice, you can call us on +31 (0) 35 625 89 11, fax to +31 (0) 35 625 89 55 or e-mail via [info@rotosmeets.com](mailto:info@rotosmeets.com). We will also be happy to give you more information about printing, production and related services.

Visit our website [www.rotosmeets.com](http://www.rotosmeets.com)

