



Digital Automation Platform



PLATFORM OVERVIEW

COMIDOR V.5.9



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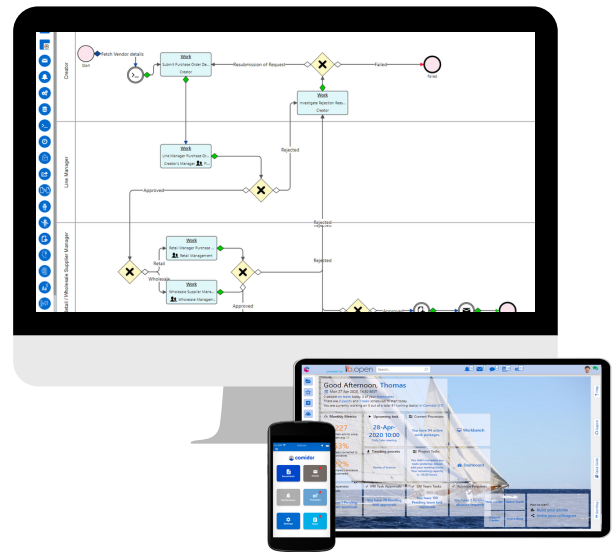


WHAT IS COMIDOR

Comidor is a Digital Automation Platform which empowers businesses to achieve fast and continuous business improvement, harnessing the power of **Low-Code BPM & AI**.

Large and very large multinational corporations, **in sectors of pharma, telecom, chemicals, logistics, energy and others**, trust Comidor, to automate their core processes and have a critical impact in their bottom line and customer experience.

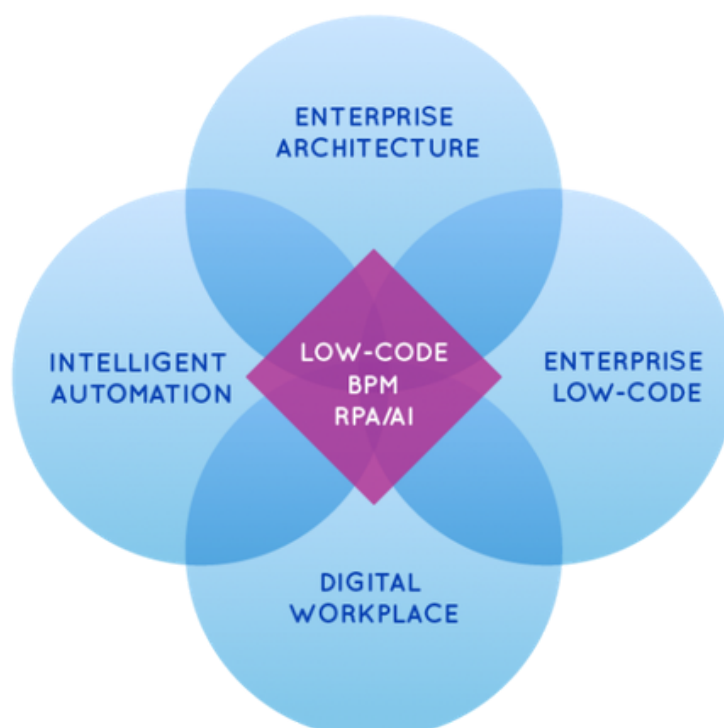
Legacy systems represent forgotten risk, but with Comidor, it is possible for companies to **integrate legacy applications into a high-end, market-proven orchestration solution**, preserving intellectual capital while enabling process automation.



How is Comidor different?

It's a unique platform for the future workspace that integrates:

- **Intelligent Automation** combines BPM with Advanced Workflows, RPA and AI/ML to orchestrate, automate and improve business processes
- **Enterprise Low-Code** empowers business users to design, build and deliver complete business apps, with low to no coding
- **Enterprise Architecture** enables enterprise architects to analyse, design, plan and implement the business strategy
- **Digital Workplace** creates a digital business environment where people and robots successfully complete tasks and processes





INTELLIGENT AUTOMATION

Process
Orchestration and
Smart Automation



BUSINESS PROCESS MANAGEMENT

Design, organise, optimise and automate all your business processes

- Monitor your processes through Workbench and the Process Dashboard
- Create, re-use and monitor Repetitive Processes from Process Scheduling
- Easily create templates in Process Templates to re-use them quickly
- Notify yourself or your team of a specific process action with Notification Scenarios
- Automate standardised Processes with Workflows

Easy monitoring in one place

Comidor Workbench provides an easy way of monitoring the Tasks, Processes, Notifications, Calendar, and Mailbox in one place. It gives you the ability to connect an Email or Notification to a Process or Task just **by dragging and dropping**.

The screenshot displays the Comidor Workbench interface, which is a central hub for managing business processes. The interface is divided into several main sections:

- Processes:** A sidebar on the left lists various process categories such as General, Management, Products & Services, Sales and Marketing, Human Resources Management, Supporting Processes, and Compliance Management. Each category has a corresponding number of items.
- Activity Stream:** A central panel showing a timeline of activities. It includes a search bar and a list of events, such as "Vacation request - 2 days off of Alexandra Birnie - has been cancelled" and "An absence is approved. There are Tasks assigned to this employee during the absence's time period."
- Tasks:** A panel on the right showing a list of tasks, including "Prepare reports", "Set up new account", and "Submit Purchase Order Details (PO.127)".
- Absence Management > 2 days off:** A detailed view of an absence request, showing a progress bar for "Time" (Remaining 0h 0m / 1d 0h) and "Task count" (0 / 0). It also includes a table of "Actors" (Assigned to, Responsible group, Administrator, Supervisor) and their respective roles.

The interface is powered by **ib.open** and includes a search bar at the top. The bottom of the page features a navigation bar with links to "Menu", "Quick Guide", "User Blog", and "Support".

Keep track of filtered and sorted processes of any type

Comidor Process Dashboard provides an alternative way of monitoring and viewing your Processes despite their type. Filter the Processes by their state (Running, Active, Pending, Due today, Delayed etc.)

The screenshot displays the Comidor Process Dashboard. At the top, there's a header with the title "Processes Dashboard" and a search icon. Below the header, a navigation bar shows various process states with counts: Running (140), Active (179), Pending (61), Due today (2), Delayed (193), With delayed tasks (176), All (388), and Custom status. The main content area is divided into two sections. The left section, titled "Processes • Running", lists various processes with details like "Invoices May 2020", "IT - new employee • Comidor Ltd", and "Project X / 12-May-2017 Research Phase". The right section, titled "IT - new employee", provides a detailed view of a specific process, including a table of tasks, a progress bar, and execution details. A search filter is visible on the left side of the dashboard, and a "Custom status" dropdown is highlighted in the top right.

Processes Dashboard

Running 140 Active 179 Pending 61 Due today 2 Delayed 193 With delayed tasks 176 All 388 Custom status

Processes • Running

Sorted by Importance 17

Viewing 21 - 40 of 140

- Invoices May 2020
Last modified: 24 Apr 2020 17:00 • Leader Group • Kaitlyn Dalton • IT • Business Analyst
- IT - new employee • Comidor Ltd**
Last modified: 30 Apr 2020 16:12 • IT • Thomas Monson
- (Project X / 12-May-2017) Research Phase • Comidor LTD
Last modified: 12 May 2017 20:11 • IT • IT
- (Project Y / 16-May-2017) Interpret Requirements • Comidor LTD
Last modified: 13 Jan 2020 16:41 • IT • Business User • IT, Marketing and Sales
- (Project Z / 24-Nov-2017) Research Phase • Comidor LTD
Last modified: 24 Nov 2017 17:06 • IT • Thomas Monson
- (Project Z / 24-Nov-2017) Design and Implementation • Comidor LTD
Last modified: 13 Jan 2020 16:41 • IT • Alexandra Birnie, Business User, Standard User
- Opportunity for service YX
Last modified: 3 Mar 2020 12:50 • Isabella Hardey, Thomas Monson
- New Product "Aphrodites" Delivery • The Warner Brothers Store
Last modified: 2 Aug 2019 11:32 • Project Management, Software Development
- Training on GDPR • Comidor LTD
Last modified: 25 May 2018 15:40 • Everyone

IT - new employee

Start Complete Cancel Pause Fail Postpone

Title	Assigned to	Date Started
Position Requirements (Hardware / Software)	Thomas Monson	30-Apr-2020 13:10:04
Create email accounts	IT	30-Apr-2020 13:10:04
Create user in Active Directory	IT	30-Apr-2020 13:10:04
Create user in SVN	HR	30-Apr-2020 16:10:00
Create user in Comidor	IT	30-Apr-2020 13:10:05
Create user in Server	IT	30-Apr-2020 16:11:00

Info

Account Comidor Ltd

Scheduled start 30-Apr-2020 16:09

Scheduled finish 07-May-2020 16:09

Assigned to

Execution

State Running

Time Remaining 6d 22h / 7d 0h

Completed Tasks 0

Completed Tasks Workload (hours) 0.00

Completed (%)

Processes Dashboard

Running 140 Active 179 Pending 61 Due today 2 Delayed 193 With delayed tasks 176 All 388 Custom status

Search...

Account

Type

Category

Tags

Responsible group

Assigned to

Role

Processes • Running

Sorted by Priority 17

- Trip to Dubai • Comidor LTD
Last modified: 24 Feb 2020 21:32 • Marketing and Sales • Isaac Skinner, St
- Opportunity for service YX
Last modified: 3 Mar 2020 12:50 • Isabella Hardey, Thomas Monson
- Summer sales campaign 2018 • Comidor LTD
Last modified: 16 Jul 2018 16:08 • Marketing and Sales • Marketing
- Ideas for new campaign
Last modified: 5 Jul 2019 13:31 • Marketing and Sales • Kaitlyn Dalton, Th
- (New Employee on Board / 10-Sep-2018) IT new employee
Last modified: 17 Dec 2019 10:33 • IT • IT
- Approval Request #34 • Comidor Ltd
Last modified: 24 Feb 2020 10:43 • Finance •
- Create Database
Last modified: 12 Feb 2019 12:25 • Software Development • Thomas Monson
- Create Database
Last modified: 12 Feb 2019 12:30 • Software Development • Thomas Monson
- Check if DB is OK
Last modified: 12 Feb 2019 12:30 • Software Development • Thomas Monson

State Running

Scheduled Start

Preset

From To

Scheduled Finish

Preset

From To

Clear OK

Work Package

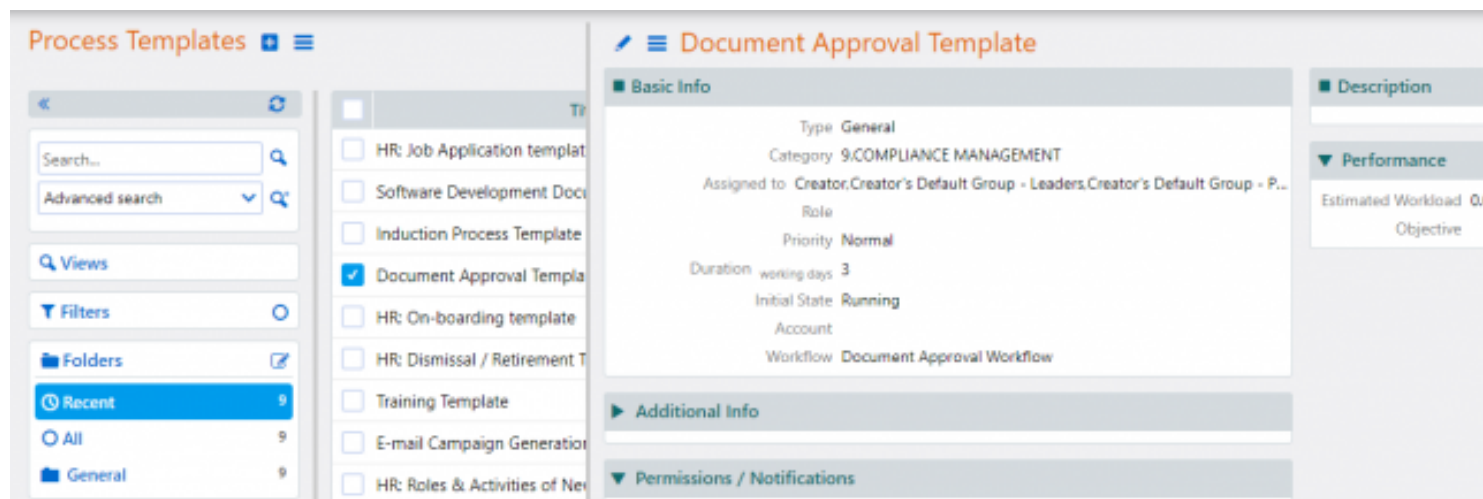
Work Package

Work Package

Process Templates

With Process Templates you can gather all your standardised processes in one place and have the guidelines you need to follow in specific company procedures.

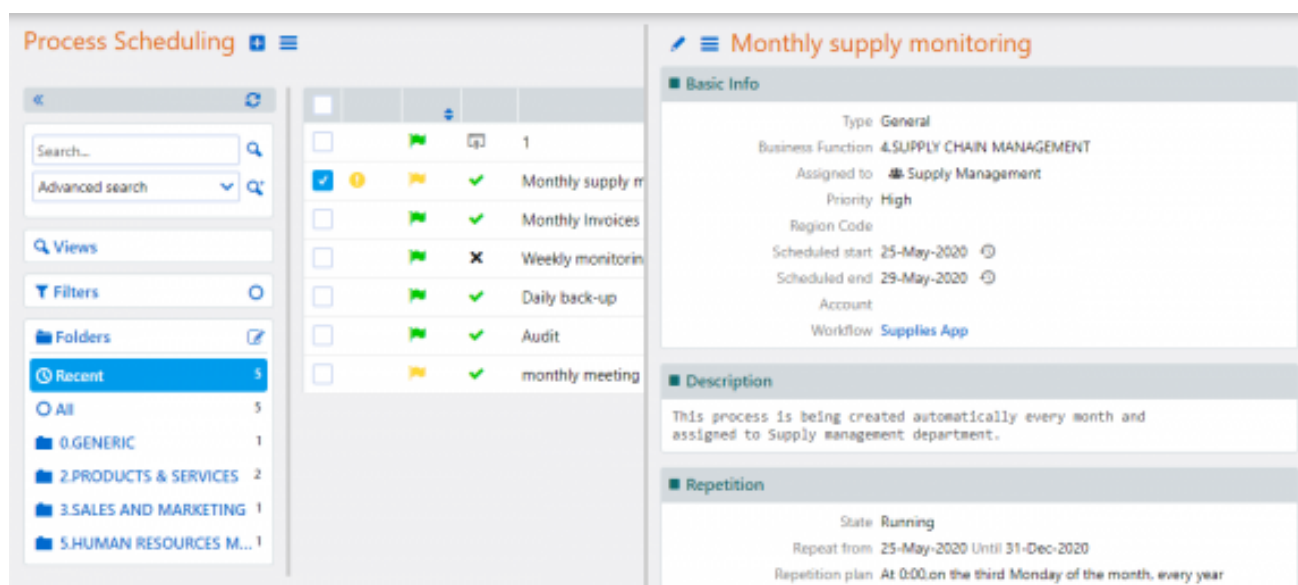
The templates can be used either when directly creating a new process of any type or when using Quick Add for process initiation.



Process Scheduling

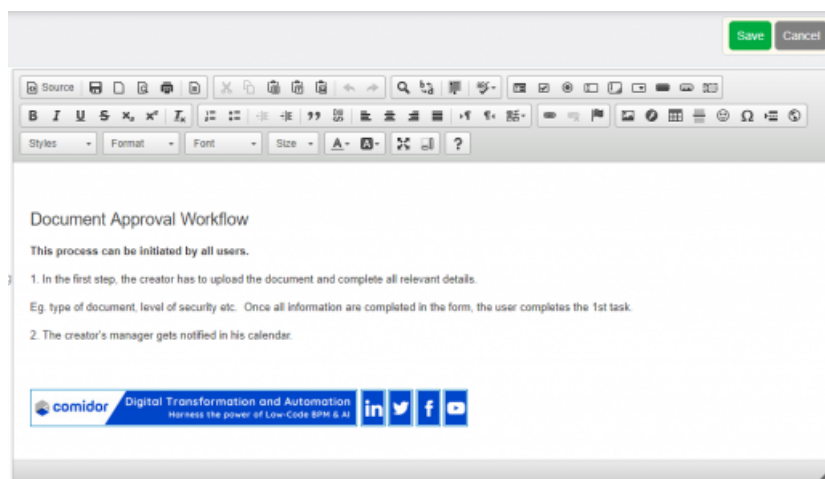
Manage your processes and avoid losing valuable time on rescheduling a repetitive process. Comidor allows you to set:

- The repetition of a Process (in minutes, hours, days, etc.) from a specific date to another one
- Administrators and assignees
- Access and change rights
- Notifications and reminders

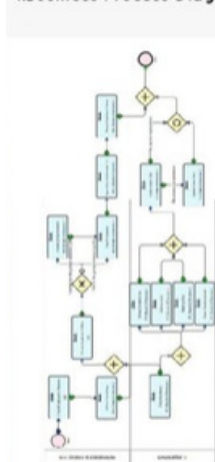


Process Mapping

Add process mapping in HTML, including enriched text and pictures



1. Business Process Diagram



2. Process Elements

Process Elements

Start (START)

Condition

Next Element

Check Employee's Absences

Assign

Check Employee's Absences (TASK)

Assigned to: HR

Description: -

Process completion: 10.00%

Maximum days: 0

Condition

Next Element

Inform Accounting

Assign

Inform Accounting (TASK)

Assigned to: HR

Description: -

Process completion: 20.00%

Maximum days: 1

Condition

Next Element

GATEWAY

Assign

GATEWAY (Parallel (AND))

Condition

Next Element

Prepare employee's folder (TASK)

Assigned to: HR

Description: -

Process completion: 40.00%

Condition

Next Element

GATEWAY

3. Personnel Allocation

Assign

Assign

Tasks

Assign

Tasks

Assign

Tasks

Assign

Tasks

Assign

Tasks

Assign

Tasks

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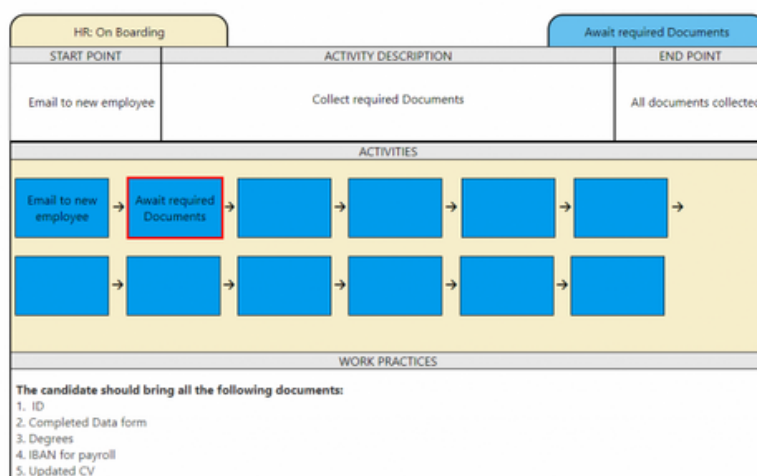
Business Process Document

Export the full workflow design and architecture including all components, resources, and stakeholders involved

Business Process Guidelines

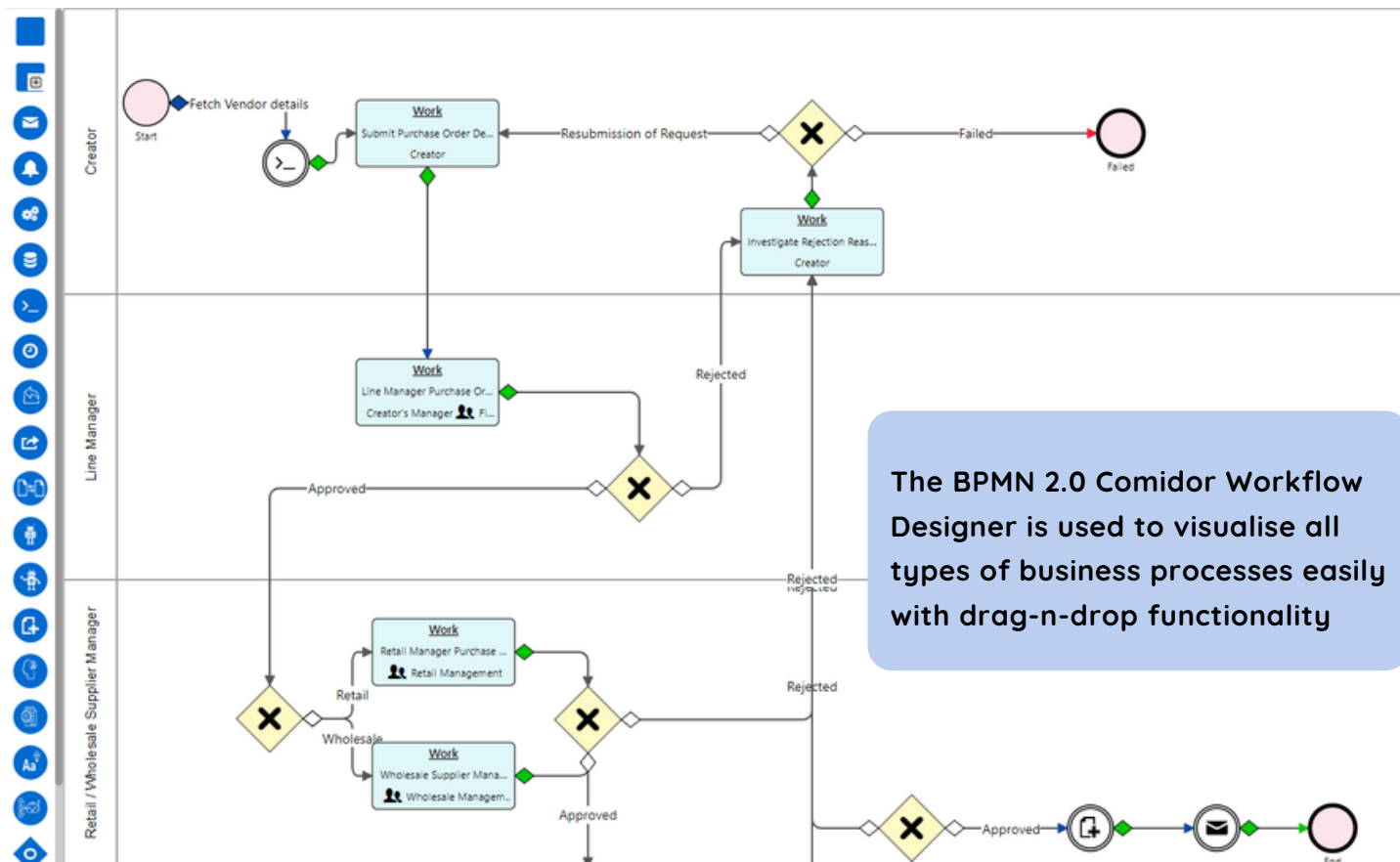
View the end-users' simplified interface and get informed about the actions needed to be taken

HR: On Boarding Work Practices



WORKFLOW AUTOMATION

Workflow Designer



 Task

 Subprocess

 Email

 Notification

 RESTful Web Services

 Timer

 Comidor Database
(Insert/Update/Delete)

 Shell Command

 File Reader

 Convert Data

 RPA Caller

 RPA Receiver

 Sentiment Analysis

 Document Analyzer

 Text Classification

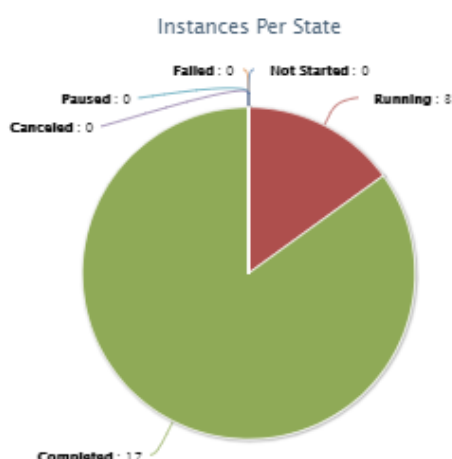
 Supportive M/L

 Document Creator

 Export Data

Workflow Controls

Decide and describe what actions are required before and after any workflow task in order to proceed to the next stage and complete the process



Workflow Change Tracking

Track and monitor the changes that are incorporated into any workflow. Track changes applied in specific tasks of the workflow as well as compare different versions of the same workflow.

Workflow Policies and Standard Process Policies

Ensure that all users being assigned with a workflow are informed about the company's general instructions and follow the overall business intention

Workflow Analytics

Monitor and track the performance of every workflow. You are able to:

- Pinpoint the total and delayed instances and tasks that were created with one workflow (table, graph, pie chart)
- Apply filters for custom results in order to identify process bottlenecks and eliminate them

Deleted Elements

Title	Type
Parent Group - Team Leader	LANE

New Elements

Title	Type
Document Approval by Parent Group Team Leader	Notification
Document Rejection by Parent Group Team Leader	Email
Creator's Parent Group	LANE

Process Elements

1. Start (START)

Field	New Value	Old Value
Until Date		

Import BPMN 2.0 document and workflows from .csv files

- Transfer BPMN 2.0 documents and workflows from another product into Comidor
- Integrate Comidor perfectly with other applications exporting BPMN 2.0 documents



Excel Spreadsheets

Create user fields and choose Excel type to create an Excel spreadsheet

■ Submit Purchase Order Details

Please complete the Purchase order form below and all required fields.

▼ Purchase Order List

★ Retail or Wholesale? Retail

	A	B	C	D	E
	Code	Product Name/Description	Quantity	Unit Price	Total Price
1	c200a1	Product 1	1.00	£10.00	£10.00
2	43898g	Product 2	8.00	£18.00	£144.00
3	69488	Product 3	2.00	£3.00	£6.00
4					£0.00
5					£0.00
6					£0.00
7					£0.00
8					£0.00
9					£0.00
10					£0.00
11					£0.00
12	Total				£160.00
13					
14	Instructions				
15					
16					
17					
18					
19					
20					

Purchase Order

Subtotal £160.00

Discount

Sales Tax Rate % 20

Sales Tax £32.00

Other Cost

Total Amount £192.00

Workflow Simulator

- Perform testing and optimise your processes with Workflow Simulator
- Pilot different scenarios and make predictions about the results of your processes
- Prevent errors that would not be identified in the initial steps of workflow designing

Manage your Scenarios

■ Scenario Design

Existing Scenarios Scenario 1

Add Scenario Delete Scenario

Simulation Design: Scenario 1

Field Check inventory Value 2 Random

Field Title Value random Random

Field Account Name Value 17100001 Random

Simulate Processes

Workflow Simulator

Sales order Simulation

Summary

Design

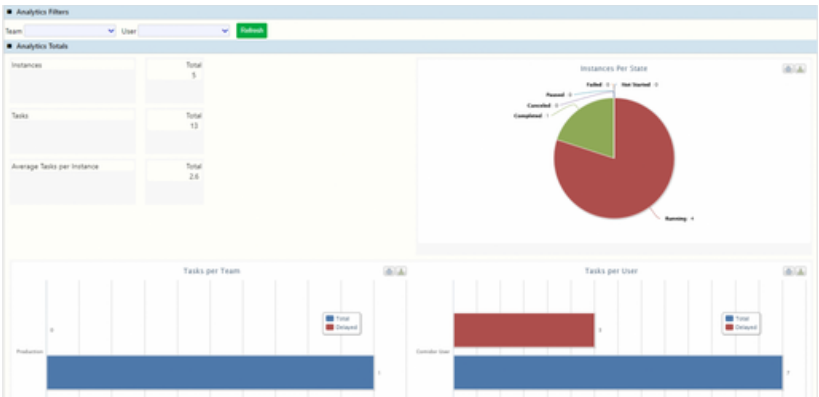
Analytics

Processes

Created on 08-Nov-2019 14:38:41

Title	Category	Scheduled date	Scheduled to
c7vF3GPas6tLa	General	08-Nov-2019	08-Nov-2019
mDtYjqXeu0cDc	General	08-Nov-2019	08-Nov-2019
u8RS07YlvE33o	General	08-Nov-2019	08-Nov-2019
DWS03Xya0MI3s	General	08-Nov-2019	08-Nov-2019

Visualise the simulation with Analytics



Robotic Process Automation (RPA)

Use Comidor RPA robots or download any component from RPA Marketplace (such as Blueprism, Automation Anywhere, UiPath) and integrate them into Comidor

With Comidor RPA you are able to:

- Automate repetitive tasks
- Increase productivity of employees as they can perform more value added tasks rather than focusing on repetitive business procedures
- Speed up time-consuming processes



RPA Caller



RPA Receiver

Retrieve or exchange data with other systems. Add an RPA caller in various steps of the workflow design, to send data from the workflow and perform a series of repetitive actions in 3rd-party systems. Involve an RPA Receiver to perform actions and receive data from other systems to Comidor fields of the workflow.



File Reader

Read files from a specific path and save them to binary fields in Workflow or import data from a file into Comidor Units.



Export Data

Easily export data stored in Comidor and create your own reports. A .csv file is produced that contains fields with information that you want to extract.



Document Creator

Even a simple process such as invoicing can be time-consuming and prone to errors. Automate document creation through workflows to keep things simple and streamlined.



AI/ML

Cognitive Automation is capable of performing complex tasks that require extensive human thinking and activities. Artificial Intelligence (AI) in Business Process Management is ideal in complicated situations where huge data volumes are involved and humans need to take decisions. Comidor makes your workflows smart with Comidor Artificial Intelligence and Machine Learning functionalities.

SENTIMENT ANALYSIS



Sentiment Analysis is a process of text analysis and classification according to opinions, attitudes and emotions expressed by writers.

Sentiment Analysis interprets and classifies emotions and attitudes included in text e.g. emails received from customers. Data in a text field is evaluated automatically and the sentiment is identified as being:

- Positive
- Negative
- Neutral

The result is saved to another text field and can be used to drive the workflow path.

Prediction Sentiment

Summary

Created on 29-May-2020 10:30:51
by Comidor User
Last updated on 29-May-2020 13:24:00

Basic Info

Title	Prediction Sentiment
Entity	Service Test
Sentiment Analysis field	Comments
Response field	Sentiment State

Test Sentiment Analysis

Type a text to test

good morning

POSITIVE

Test Cancel



PREDICTIVE MODELS

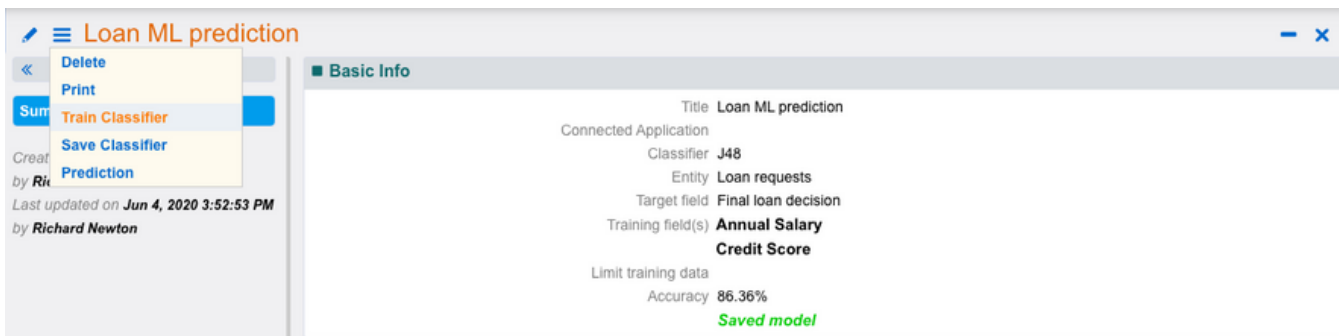


Comidor enables users to perform predictive modeling, a process that uses data and statistics to predict outcomes using data models. These models can be used to predict anything from marketing results and financial decisions (e.g. loan approvals) to customer satisfaction and loyalty.

- Add a Supportive M/L component in the workflow design, to trigger a Machine Learning Predictive Model.
- Use historical data to train Machine Learning models and get accurate predictions on specific user fields.

Comidor Machine Learning Supportive Models enables the following:

- Enhanced process automation
- Elimination of errors
- Reduced processing time



TEXT CLASSIFICATION



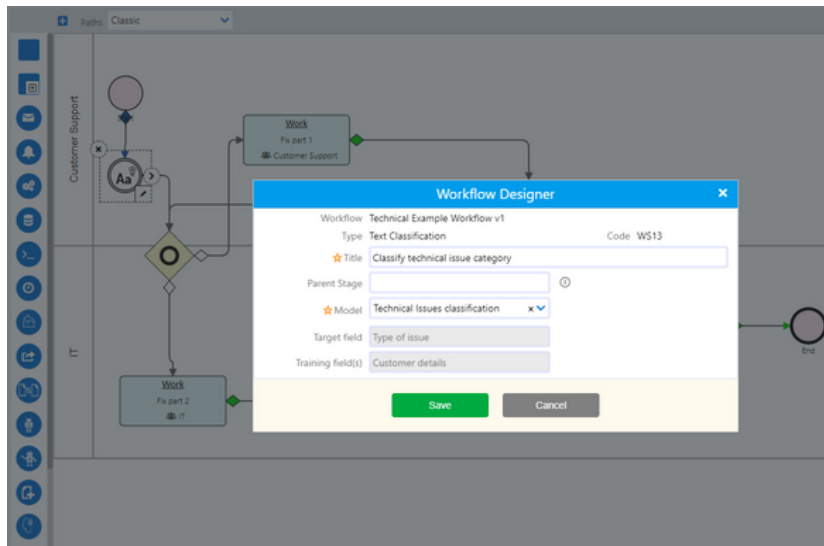
Companies can use Text Classification to categorise business information such as customer emails, documents, web pages, and marketing messages in a fast and cost-effective way. Comidor Text Classification functionality saves you time when analysing text, helping you make informed business decisions and automate business processes.

- Categorise text according to its content
- With Comidor Machine Learning Text Classification assign tags or categories to text according to field content

Comidor ML Text classification can be used for:

- Topic labeling
- Spam detection
- Intent detection





Technical Issues classification

Summary

Created on 02-Jun-2020 17:14:48
by Thomas Monson
Last updated on 04-Jun-2020 16:50:49
by Thomas Monson

Basic Info

Title: Technical Issues classification
Connected Application: (empty)
Entity: Technical Issues
Target field: Type of issue
Training field(s): Customer details
Limit training data: (empty)
Accuracy: 83.33333%

DOCUMENT ANALYSER



Comidor analyses files (PDF or images), identifies the text content and then extracts it partially or fully.

With Comidor Document Analyser Models, enterprises can scan documents such as invoices and create digital copies. The text that is extracted from the document is saved in a text field and can be used within any workflow.

Use Document Analyser Models and achieve:

- Higher productivity by retrieving data quicker
- Cost reduction
- High accuracy
- Increased storage space
- Improved Customer Service

INVOICE

INVOICE #130
DATE 24/02/2020

AMOUNT DUE (EUR)

Description	UNIT PRICE	Qty	LINE TOTAL
Cost for DUE			x amount
Cost for WEP 38 hours*			x amount
Final Cost for DUE & WEP cost*			x amount
100% payment of the total project			x amount
Purchase Order ref			x amount
	€4,882.50		x amount
Subtotal			x amount
Tax			x amount
Total			x amount
Amount			x amount
Invoice			x amount
Amount Due (EUR)			x amount

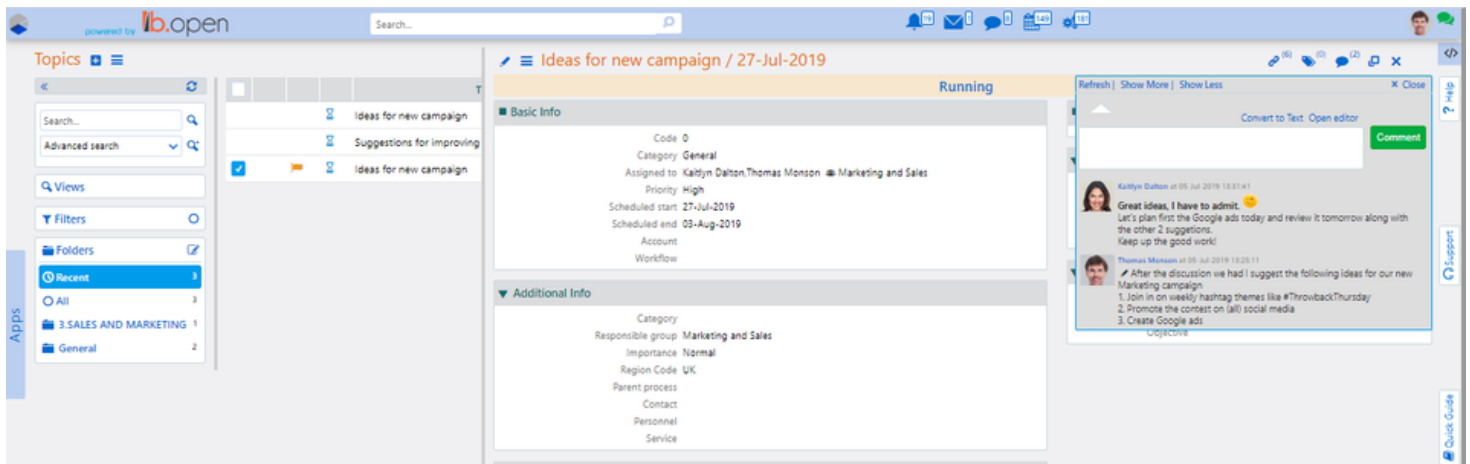
Notes: Zero Rated EC Service
Invoice Payment Due 17/03/2020

Column 1 From Description To Unit Price Send
Column 2 From Notes: Zero To Bank



ADVANCED CASE MANAGEMENT

Respond to individual situations on a case-by-case basis, and manage customers or internal interactions across different channels.



Get a 360° view of any case instantly; real-time analytics, integrate information from 3rd party systems



Work smarter and more effectively; eliminate content silos



Increase transparency and productivity through knowledge sharing

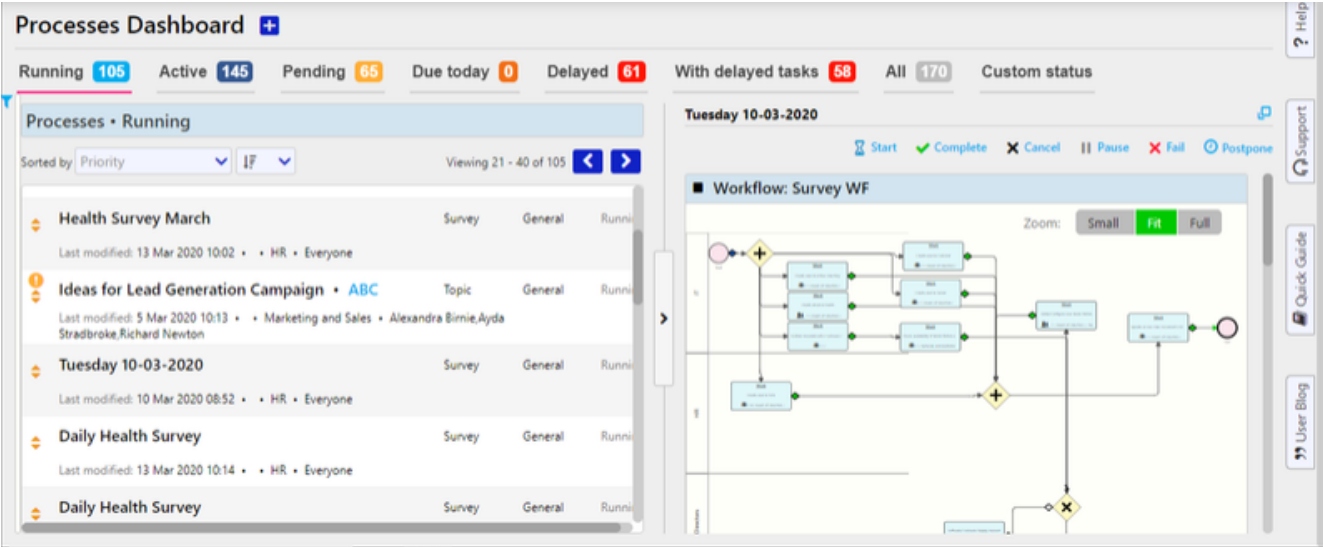


Mobile app case management

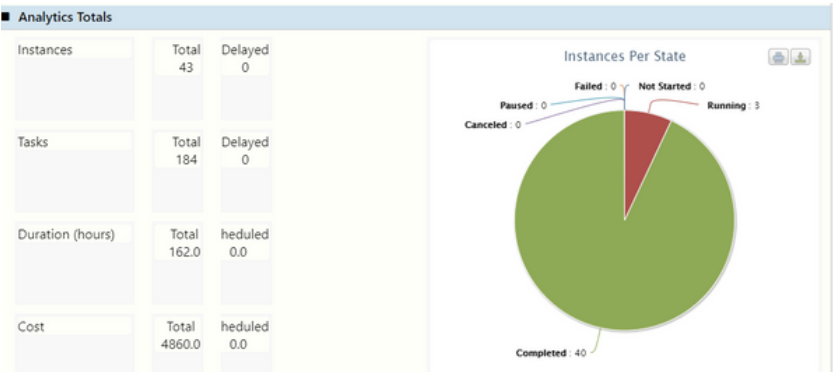


PROCESS INTELLIGENCE

Improve Business Process Management by monitoring and analyzing processes on a real-time basis. Collect and visualise all your process data including time, people, budget.

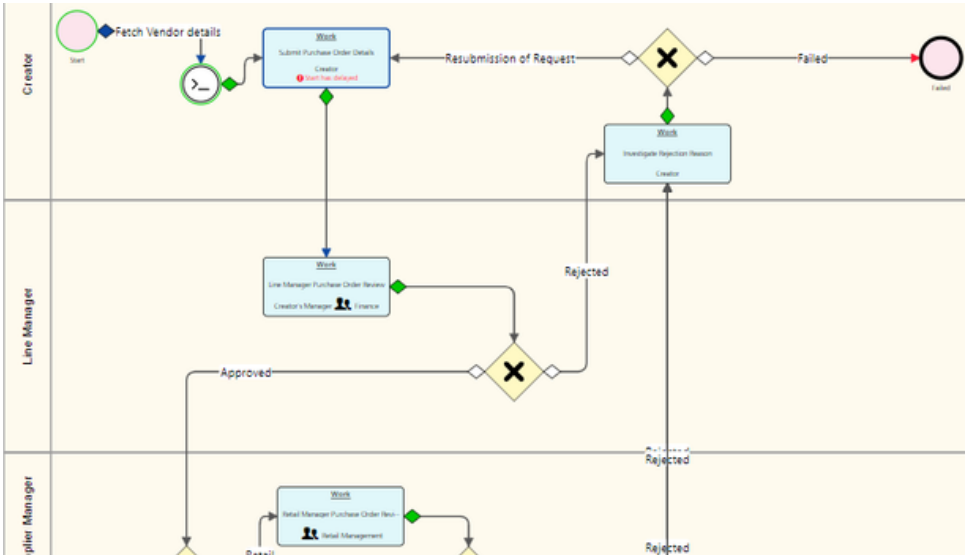


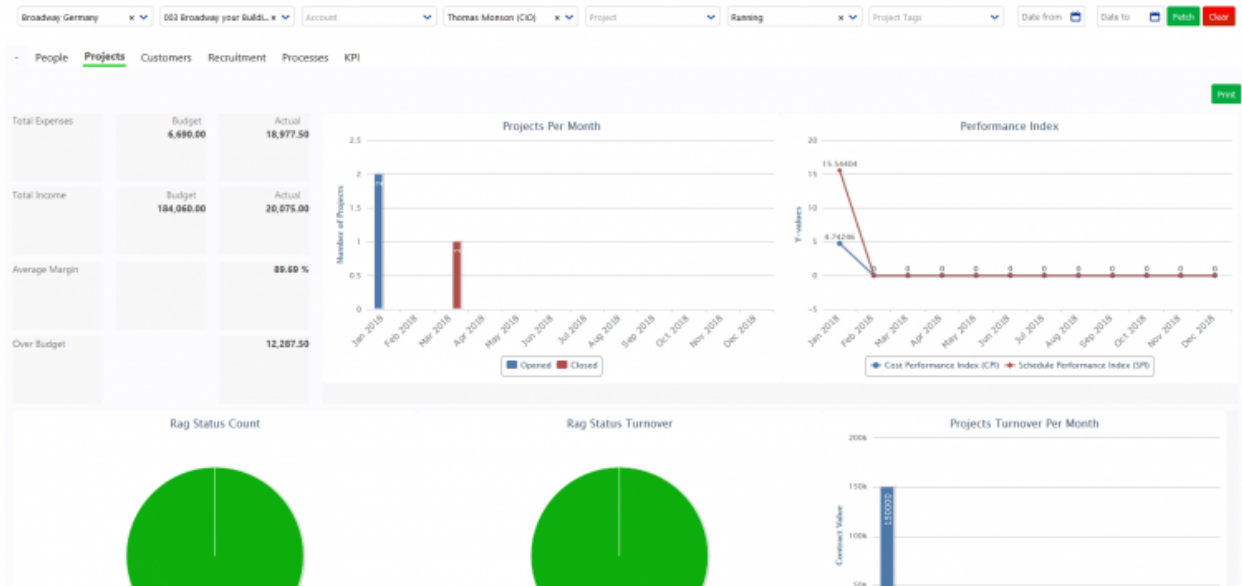
Get quick access to real-time data and monitor filtered and sorted processes of any type with Processes Dashboard.



Get valuable insights for every workflow through Workflow Analytics. Pinpoint the duration, total and delayed instances, tasks and costs.

Visualise a process real-time. The workflow run diagram highlights every workflow stage in order to get a clear view of the running and pending tasks.





Get a 360° view of your Business Projects by monitoring the performance, budget, expenses and total income with one dashboard.

Reports

- Opportunities per State
- Opportunities per Start Date
- Opportunities per Account
- Opportunities per User

Opportunity Filters

Field	Operator	Value	More
Title			
Category			
Service			

Account Filters

User Filters

Content | Graph

Nr	Name	Opportunities Count	Target Turnover Total	Completed	Final Turnover - Completed	Failed	Failed Target Turnover	Pending	Pending Opportunities Target Turnover	AVG Duration Completed	AVG Achieved Turnover
1	Comidor User	5	80000.00	1	25000.00	0	0.00 (0.0 %)	4 (80.0 %)	55000.00 (68.75 %)	N/A	25000.00
Total		5	80000.00	1	25000.00	0	0.00	4	55000.00	0.0	25000.00

Content | Graph

Nr	Date	Opportunities Count	Target Turnover Total	Completed	Final Turnover - Completed	Failed	Failed Target Turnover	Pending	Pending Opportunities Target Turnover	AVG Duration Completed	AVG Achieved Turnover
1	15-Jan-2018	1	50000.00	0	0.00	0	0.00 (0.0 %)	1 (100.0 %)	50000.00 (100.0 %)	N/A	0.00
2	24-Apr-2018	1	25000.00	1	25000.00	0	0.00 (0.0 %)	0 (0.0 %)	0.00 (0.0 %)	N/A	25000.00
3	08-Oct-2018	1	5000.00	0	0.00	0	0.00 (0.0 %)	1 (100.0 %)	5000.00 (100.0 %)	N/A	0.00
4	08-Feb-2019	2	0.00	0	0.00	0	0.00 (N/A)	2 (100.0 %)	0.00 (N/A)	N/A	0.00
Total		5	80000.00	1	25000.00	0	0.00	4	55000.00	0.0	25000.00

With custom reports, you have more flexibility in analyzing tasks in Comidor.

RACI Report

Dates: Workflow: Workflow Status: Version: Fetch Print Export .xls

Process	Alexandra Birnie	Ayda Stradbroke	Charlie Marr	David Wittenoom	Ellie Frewer	Hamilton Jones	Harry Bright	Isaac Skinner	Isabella Hardey	Richard Newton
Line Manager										
Purchase Order Review										
Supply Manager										
Purchase Order Review										
Employees Edit & Review										
Team Leader Approval										
Per Team Leader Approval										

Legend: Responsible (Green), Accountable (Orange), Consulted (Blue), Informed (Pink)

Use RACI reports to clearly map out which roles are involved in each process and at which level.



User Activities Report

User: Ayda Stradbroke

Workflow: Workflow

Responsible Person: Responsible

Accountable Person: User

Consulted Person: User

Informed Person: User

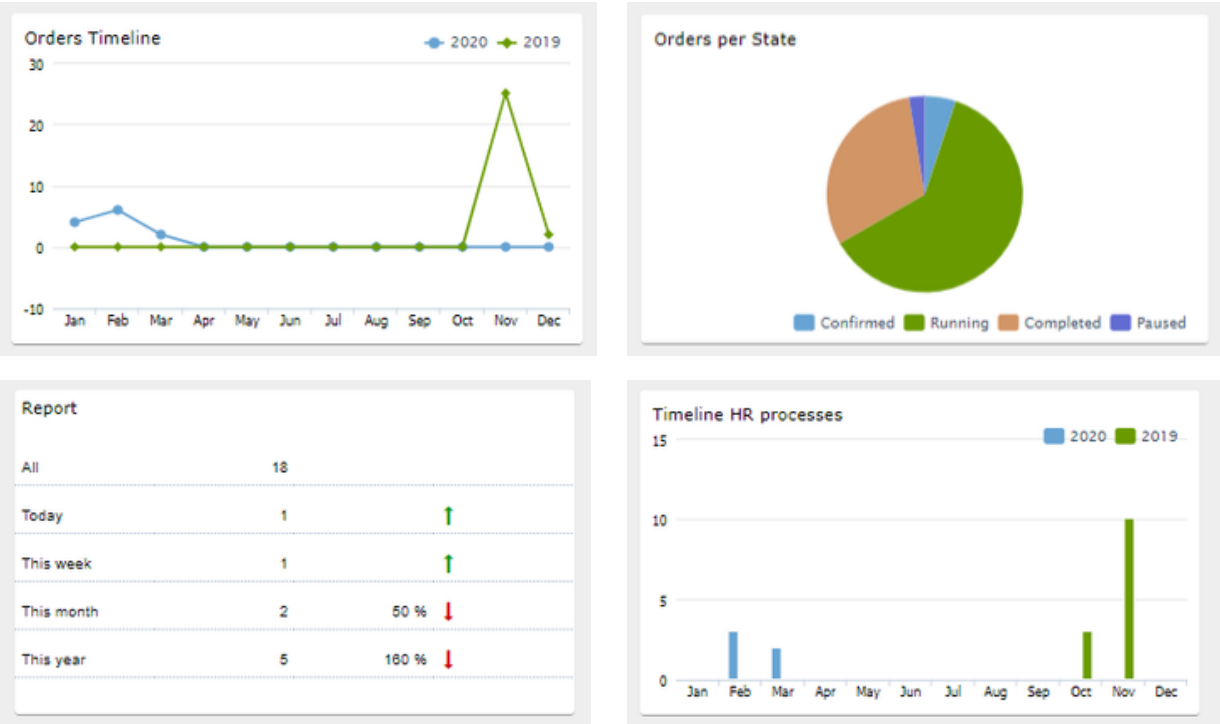
Fetch

Print

Export xls

Workflow	Activity	Activity Code	Parent Stage	Assigned To	Role	Parent Completion Percent (%)	Responsible	Accountable	Consulted	Informed	Form	Task date field	Maximum days	Maximum hours	Priority	Importance	Job Type
Technical Example Workflow																	
	Fix part 1	WS3	FIX	Ayda Stradbroke		20.00					Fix part 1		2	0.00	Normal	Normal	Work
	Deployment	WS6	DEPLOYMENT	Ayda Stradbroke		80.00							2	0.00	Normal	Normal	Work
HR: Roles & Activities Assignment to new Employee																	
E-mail Campaign Generation																	
HR: Dismissal / Retirement																	
HR: On Boarding																	
IT : New Employee																	
HR: Job Applications - Interviews																	
Incoming Customer Claims																	
Supplies App																	

See employee activity and get a better understanding of the workflows that they participate in.



Create real-time data displays with Widgets.

Workflows Report

Title

State

Category

Field

Date created from: 3/1/2020

Date created to: 3/31/2020

Include controls

Fetch

Clear

Export xls

Title	Category	State	Group Code	Maximum Days	Minimum Priority	Access Rights	Change Rights
Survey WF	Marketing	Prepared	Marketing	10	Normal	Everyone	Richard Newton
Workflow Management	Management	Not Prepared	Management	3	Normal	Everyone	Richard Newton
Document Approval Workflow	FINANCE and CONTROLLING	Not Prepared	Finance	8	Normal	Everyone	Emma Miller
Document Approval	Human Resources	Prepared	HR	11	Normal	Everyone	John Kim

Monitor your workflow's state, the time that is needed for completion and the access rights through the Workflows Report.



ENTERPRISE LOW-CODE

From idea to
application with
No-Code/Low-Code



APP BUILDER

Build custom apps with Comidor App Builder, where no development skills are needed. Design, configure and optimize current business processes using marvelous functions.

← Applications ≡

Basic Info1

Data Model2

Table3

Forms4

Widgets5

Tabs6

Workflow7

Event Scripts8

Overview9

Publish10

Application Type

Table Application x v

★ Entity

HR

☐ Is existing entity

★ Application Name

Personnel Training

Description

Is process enabled

☒

Access Rights

x Architect User

Locked

☐

Has customizations

☒

Has application parameters

☒

The 10 steps that turn your idea into a business application:

Step 1. Enter the basic information of your application and choose between table and report application

Activities report

Title

State

Completed x v

Assigned to

x Comidor User

Scheduled start

Scheduled end

Fetch

Print

Export .xls

Title		Activity	Assigned to	Scheduled start	Scheduled end
Exploring Comidor!	Completed		Comidor User	24-Mar-2017	24-Mar-2017
IT Meeting	Completed		Comidor User	15-May-2017	15-May-2017
Internal training on Health&Safety	Completed		Comidor User	15-May-2017	15-May-2017
All-hands Meeting	Completed		Comidor User	26-May-2017	26-May-2017
Search for air tickets	Completed		Comidor User	12-May-2017	12-May-2017
Register myself in the conference	Completed		Comidor User	15-May-2017	15-May-2017
Fix part 2	Completed		Comidor User	12-May-2017	16-May-2017
Manager Approval on a new IT Request	Completed		Comidor User	15-May-2017	16-May-2017
Start splitting up work on the new project	Completed		Comidor User	15-May-2017	15-May-2017
11/24/17 Research Phase	Completed		Comidor User	24-Nov-2017	24-Nov-2017
Contact with customer	Completed	Research market to identify new opportunities	Comidor User	25-Apr-2018	25-Apr-2018
Analysis of Requirements	Completed		Comidor User	21-May-2018	21-May-2018
Analysis of Requirements and Explanation to Devs	Completed		Comidor User	22-May-2018	22-May-2018
Conduct offer	Completed		Comidor User	26-Apr-2018	26-Apr-2018
Close deal	Completed		Comidor User	29-Apr-2018	29-Apr-2018

Report application



Step 2. Model the data with custom or pre-built fields

Data Model + Import Excel/CSV Import Data

Search...

Label	Type	Size
Process	Record	0 PROCESS_ID
Annual Salary	Currency	12 USR_ANNUAL_SALARY
Company	Text	150 USR_COMPANY
Contact email	Email	255 USR_CONTACT_EMAIL
Contact Phone	Number	15 USR_CONTACT_PHONE
Credit Score	Number	9 USR_CREDIT_SCORE
Customer Name	Text	150 USR_CUSTOMER_NAME

Step 3. Define the table columns

Table Columns +

Search... Advanced search

Folders

- Recent 12
- All 12
- false 12

Position	Label	Column
0	Ref. No	LOANS.USR_REF_NO
	Loan requests.v1 LOANS.USR_REF_NO	
	Column Ref. No	
	Label Ref. No	
	Prefix Loan. ①	
	Alignment	
	Suffix ①	
	Width ①	
	Not sortable	
	Hidden	
1		LOANS.USR_LOAN_TYPE
8		LOANS.USR_INTEREST
9		LOANS.USR_LOAN_AMOUNT

Step 4. Create the visual form and the layout of your business application

Design Fullscreen Publish

Blocks

Section </> Code Paragraph

Fields

Search

Purchase Order Process

- ID
- OWNER_ID
- VALID_FROM
- VALID_TO
- ACCESS_CODE
- CHANGE_CODE
- CREATE_USER
- CREATE_DATETIME
- UPDATE_USER
- UPDATE_DATETIME
- Process
- Processes
 - PO Number
 - Customer ID
 - Vendor Contact
 - Company Name
 - Address
 - ZIP or Post Code
 - Phone
 - Fax
 - Email
 - Ship Via
 - Shipping Method
 - Shipping Terms
 - Delivery Date
 - Select Vendor

Page

Head of Finance Review

★ Head of Finance Review

Head of Finance Comments

Purchase Order

Purchase Order < value >

Retail or Wholesale? < value >

Line Manager Review

Line Manager Review < value >

Line Manager Comments < value >

Retail / Wholesale Review

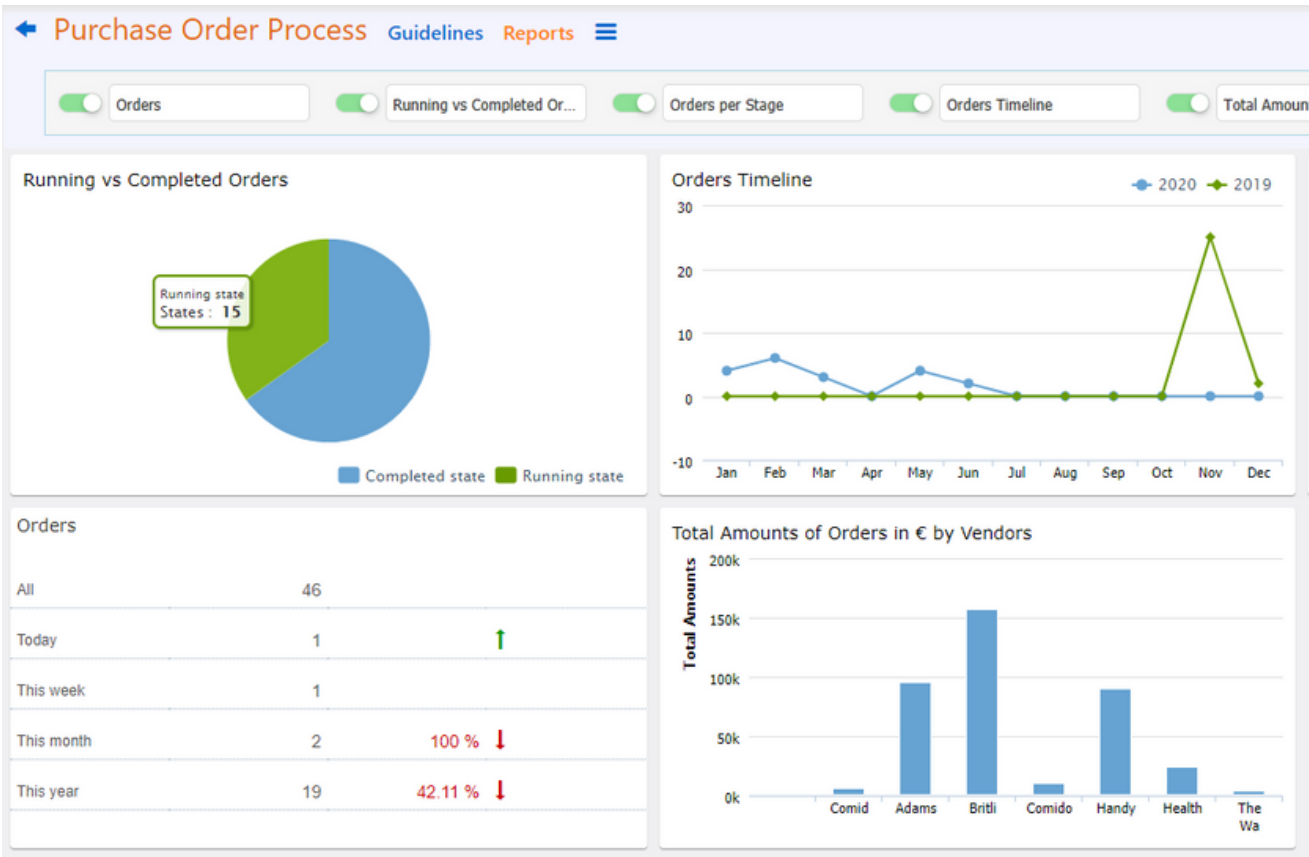
Retail Manager Review < value >

Retail Manager Comments < value >

Wholesale Manager Review < value >

Wholesale Manager Comments < value >

Step 5. Create Widgets and visualise your data



Step 6. Create Tabs

Tabs

User Tabs

☆ Entity Name

LOANS

Type

Widget

Title

Search...

Data type

Searching...

Data Table

Table

Insert Mode

Html

Access Code

✖ Alexandra Birnie

Change Code

✖ Alexandra Birnie

Position

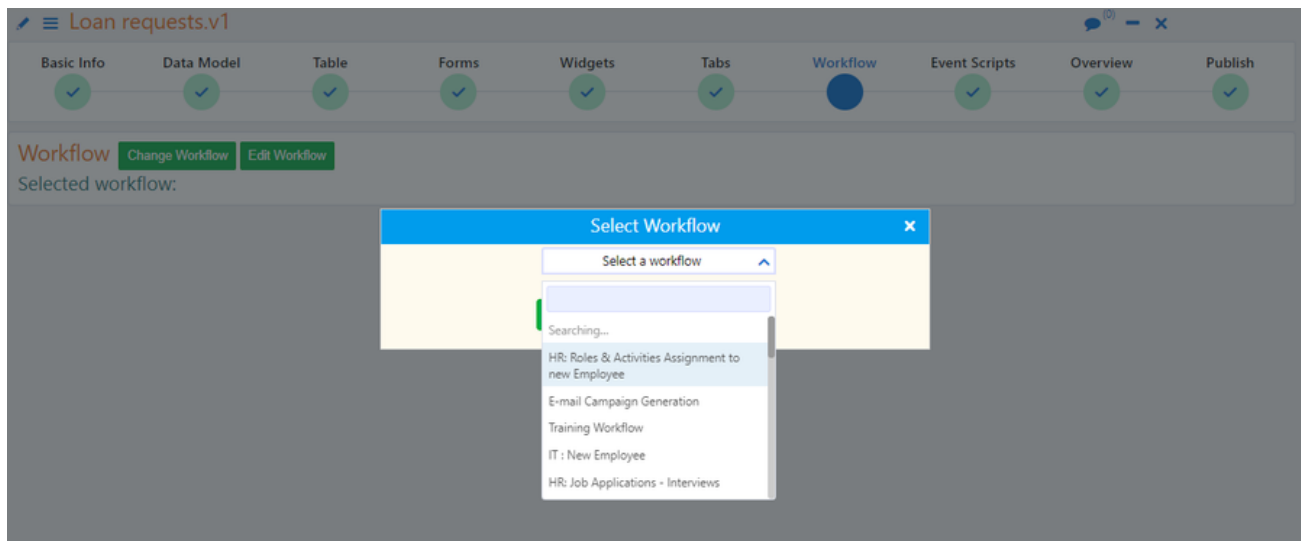
1

Init-action

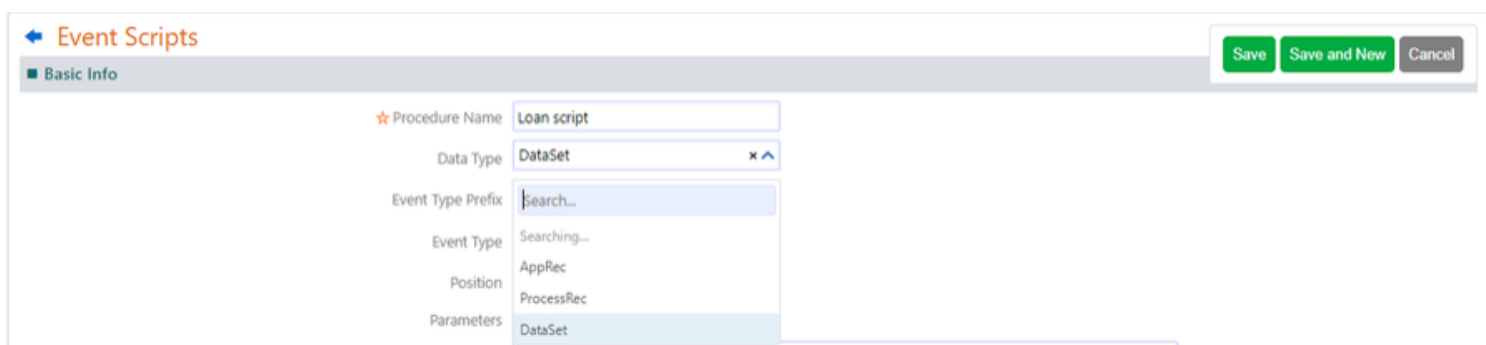
New-action



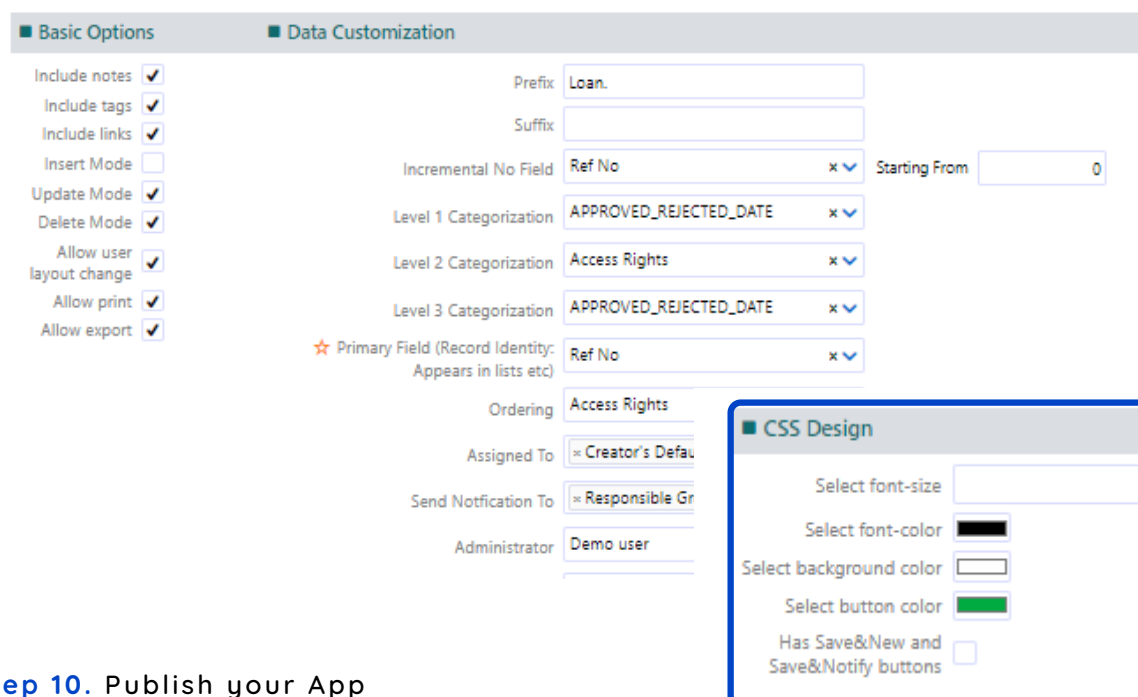
Step 7. Link a Workflow to the App



Step 8. Insert Event Scripts and execute custom code



Step 9. Customise your App



Step 10. Publish your App

From the User Apps Menu, you are able to navigate through all the custom apps, select the one you want to access and view all the entries or add new entries.

Purchase Order Process

Guidelines Reports

Search...

Advanced search

Views

Filters

Folders

Recent 20

All 43

17

Line Manager Purchase Ord...7

Retail Manager Purchase Or...1

Submit Purchase Order De...16

PO N...	Retail or Wholes...	Com...	Total Amount	Line Manager Re...	Ve...	Supply Manage...	Retail Manager ...	Wholesale Man...	Head of Financ...
PO.129	Retail	Ada...	75000.00						
PO.128	Retail	Ada...	19800.00	Approved	123	Approve	Approve		Approve
PO.127	Retail	Britli...	155760.00	Approved	Mr ...	Approve	Approve		Approve
PO.126	Retail	Hand...	45600.00		12				
PO.125		Ada...	0.00						
PO.124	Retail	Hand...	832.00	Approved	Mr. ...	Approve	Approve		
PO.123		Britli...	0.00						
PO.122		Britli...	0.00						
PO.121	Retail	Hand...	4080.00		ss				
PO.120	Retail	Hand...	610.00	Approved	Mar...	Approve	Approve		
PO.119	Retail	Hand...	1800.00	Approved	Mary	Approve	Approve		

If the App is Process enabled and linked with a Workflow, more Tabs appear in the left-side menu, such as Workflow Tasks, Attachments, Workflow audit.

PO.128 / 12-May-2020

Completed by Thomas Monson

Summary

Document Preview

Workflow Tasks (5)

Related Tasks (0)

Attachments (0)

Workflow audit

Title	Assigned to	Date Started	Date Ended	Scheduled duration	Duration
Submit Purchase Order Details	Thomas Monson	12-May-2020 16:49:00	12-May-2020 16:49:00	2.00	2.00
Line Manager Purchase Order Review	Architect User Finance	12-May-2020 13:49:00	12-May-2020 16:49:00	1.00	1.00
Retail Manager Purchase Order Review	Retail Management	12-May-2020 16:50:00	12-May-2020 16:50:00	2.00	2.00
Head of Finance	Finance	12-May-2020 16:50:00	12-May-2020 16:50:00	1.00	1.00
Supply Manager Purchase Order Review	Supply Management	12-May-2020 16:50:00	12-May-2020 16:50:00	4.00	4.00

What's more, you have the ability to define whether the users can export or print the records of Applications.

- Enable the Allow Print and Allow Export options in the App Builder
- Click on the actions button of your App and choose whether you would like to print or export the data in your table

Purchase Order Process

Guidelines Reports

Search...

Advanced search

Views

Filters

Folders

Recent 20

All 42

17

Line Manager Purchase Ord...7

Retail Manager Purchase Or...1

Submit Purchase Order De...15

Supply Manager Purchase ... 2

PO N...	Retail or Wholesale?	Company Na...	Total Amount	Line Manager Review	Vendor C...
PO.128		Adams Handy	19800.00	Approved	123
PO.127	Retail	Britling Co	155760.00	Approved	Mr Johnes
PO.126	Retail	Handy Supplies...	45600.00		12
PO.125					
PO.124					
PO.123					
PO.122					
PO.121					
PO.120					
PO.119					
PO.118					
PO.117					
PO.116					
PO.115					

Purchase Order Process

Basic Info Data Model Table Forms Widgets Tabs Workflow Overview Publish

Configuration

Basic Options

Data Customization

APPLICATION MARKETPLACE

Browse and download process related Business Apps from Comidor Marketplace. Find examples of application categories such as People Management, Customer Success, General Processes, Supply Chain and more.



Dismissal / Retirement



Customer Satisfaction
Survey



E-mail Campaign
Generation



Purchase Order



Document Approval



Budgeting



On-boarding



Personnel Evaluation



Order Management



Recruitment





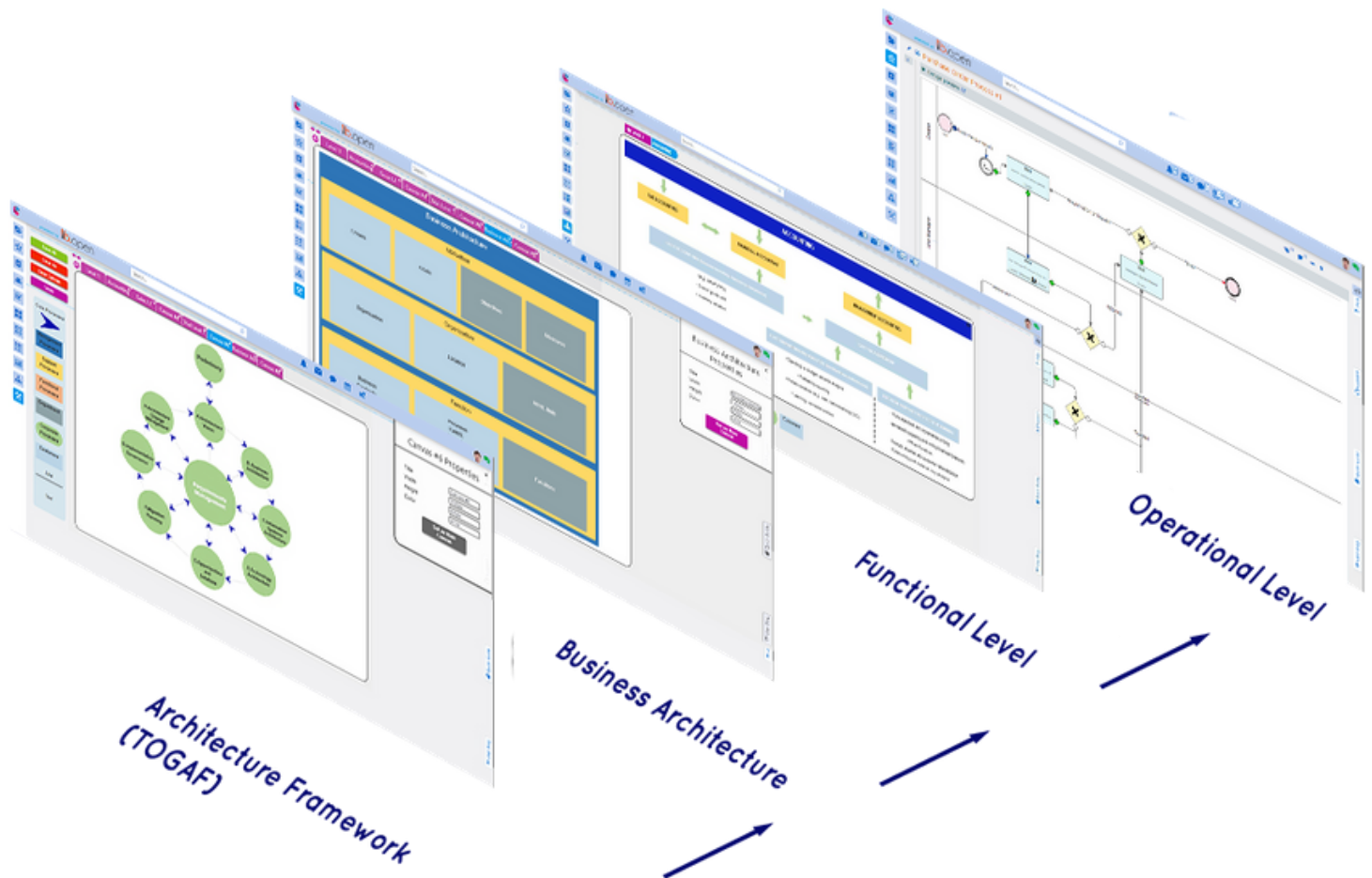
ENTERPRISE ARCHITECTURE

Organise your company
effectively and
accomplish your
objectives



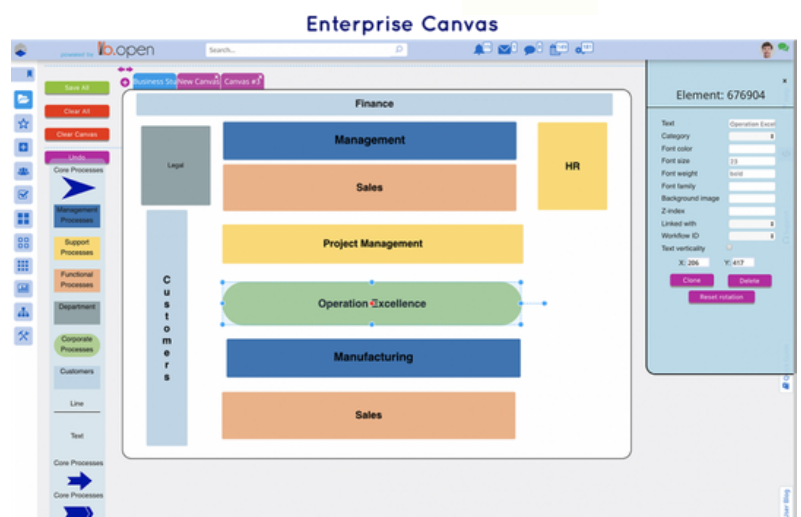
BUSINESS ARCHITECTURE

Design and execute your business strategy. Comidor Business Architecture provides you with all the necessary functions to make your organisation more efficient and productive.



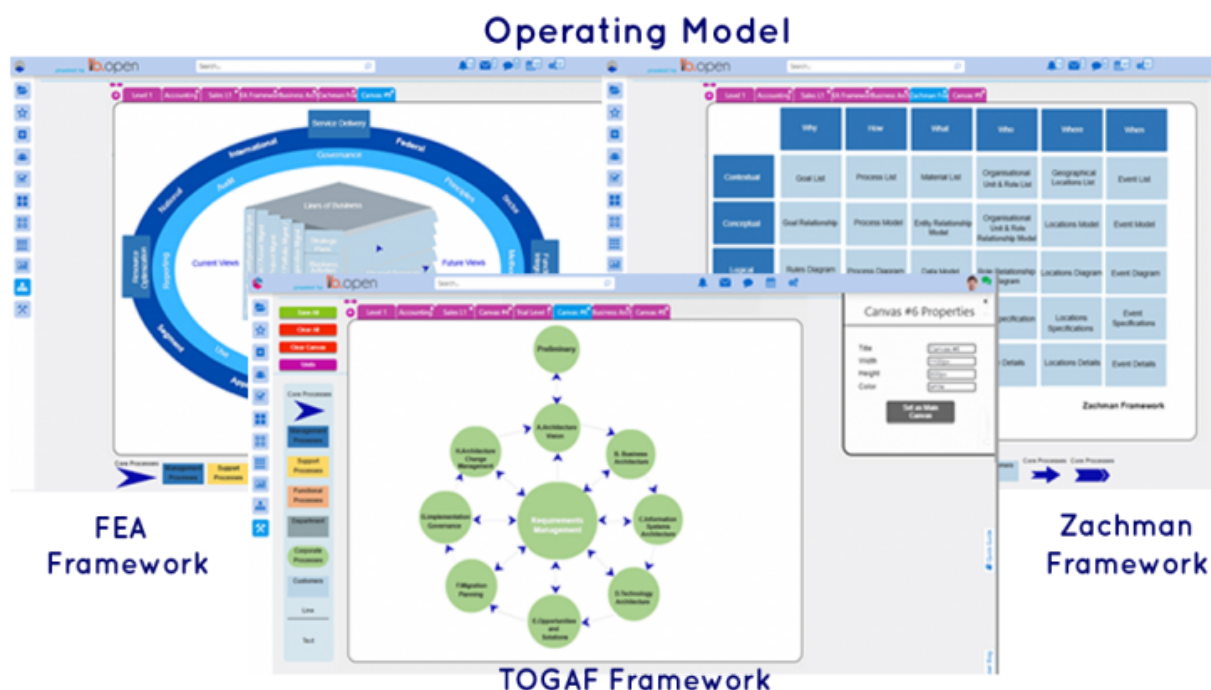
Build your Business Architecture and Process Taxonomy

- Connect every department of your organisation with workflows
- Create objects with a seamless drag-and-drop function, and build relationships between them
- Guide your employees to the workflows they need anytime, through a user-friendly navigation environment



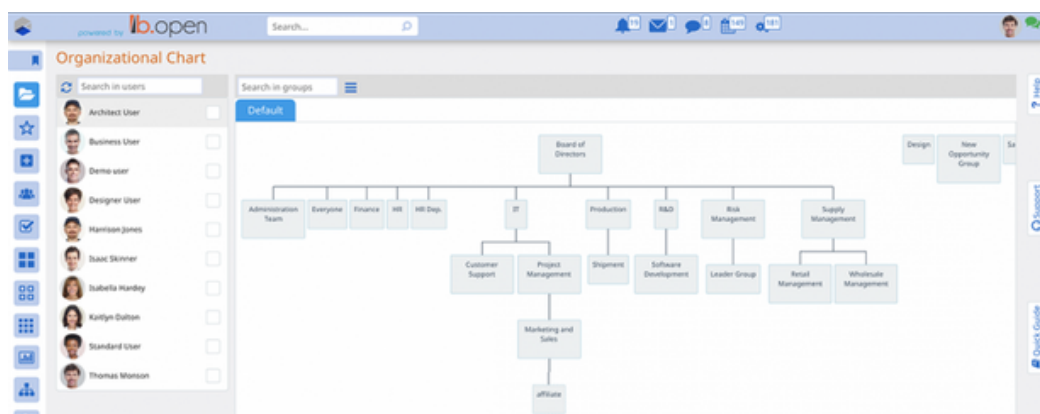
Get a business-value centric perspective

- Design and execute your strategy with Comidor Business Architecture
- Incorporate a top-down enterprise overview
- Design any framework, TOGAF, Zachman, FEA, Gartner's, or your unique one
- Interact with the final multi-level diagram that you designed within Enterprise Canvas
- Get a 360 ° view of all business processes per department
- Improve visibility and minimise the business disruption



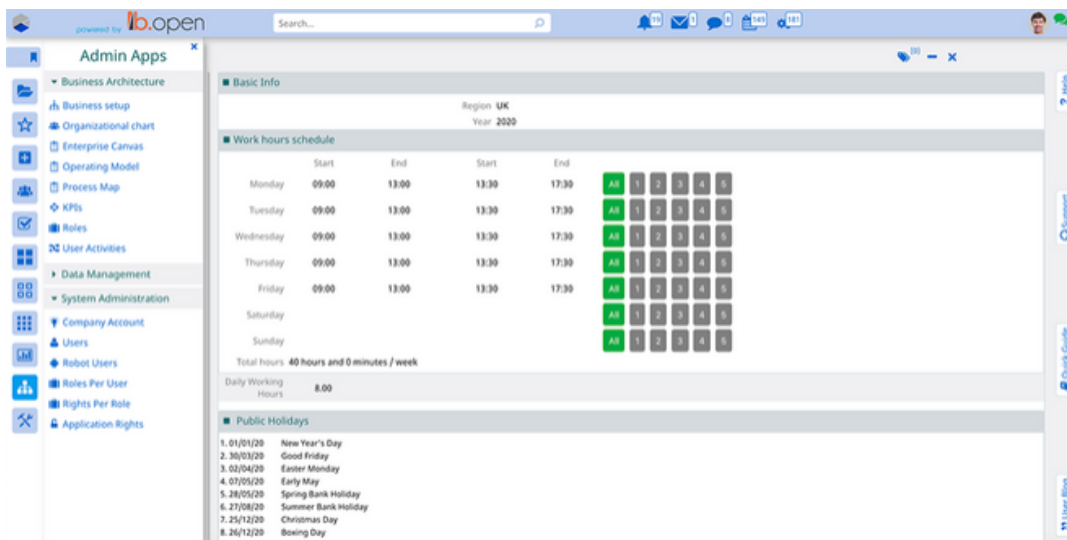
Depict your organisational structure and build functional teams

- Make the structure of your company clear to any employee
- Ensure that information flows correctly throughout the company
- Design your Organisational structure and fulfil your goals
- Distinguish between the leaders and the members of a group easily and illustrate the relationships among personnel
- Organise and monitor the company's performance by group



Organise your business setup

- Set up your business and break it down into multiple divisions and offices, enabling you to create competitive market advantages
- Allocate resources according to your company setup
- Define working schedules, public holidays and Absence entitlements for every region or for different time schedules (full time / part-time)
- Switch between different currencies, languages and locations

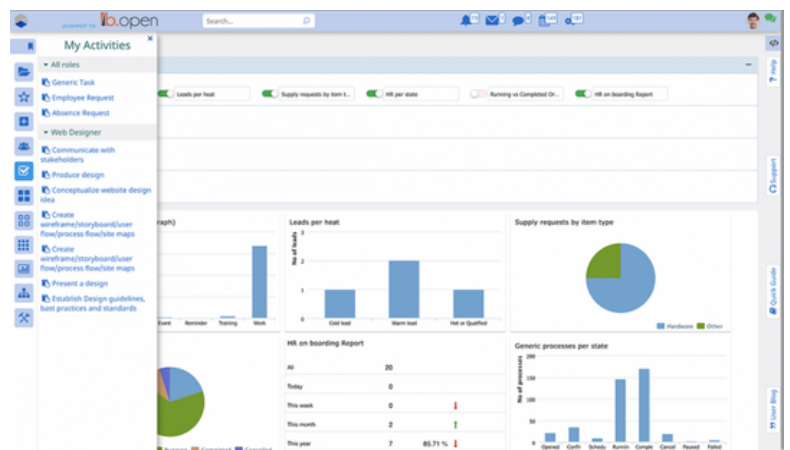


Manage business process categories through Comidor Process Map

- Get a top-down view on how business processes are categorised
- Create business categories for every operation
- Add a new Business Function Category to a process
- View, manage and monitor all types of processes in Comidor Workbench

Organise teamwork with User Roles and Activities

- Monitor and organise your tasks efficiently
- Categorise activities based on specific roles
- Keep track of staff collaboration and workload
- Have a clear overview of all the activities
- Audit the time spent on each activity
- Specify your human resources needs

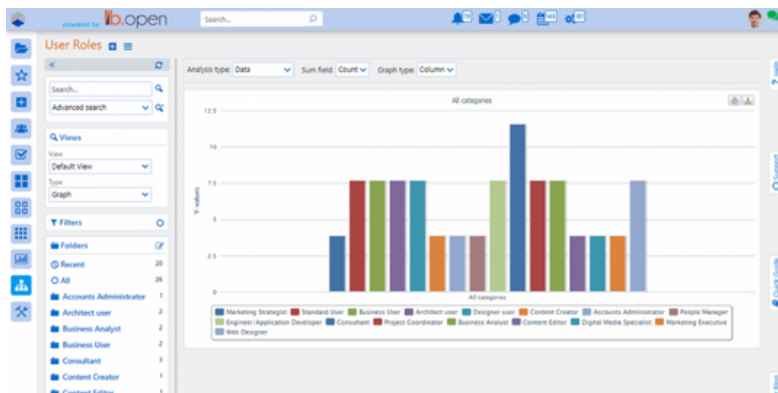


SYSTEM ADMINISTRATION

Manage users and their Application Rights, monitor the system's health and allocate system's resources

Manage Users and Robot Users

- Add Users and edit their personnel records
- Assign Users to one or multiple groups of the Organisational Chart
- Involve Robot Users, non-human Users, that automate processes and tasks
- View and manage multiple Users simultaneously



Coordinate your Personnel based on their Roles

- Set up Roles based on your company's activities
- Define the role-based permission and Application Rights
- Assign Roles to Users
- Monitor employees workload based on their role

Assign Rights to Users

- Define Application Rights to packages and units based on each role
- Restrict access to units and menus depending on specific Application Rights
- Define which individual objects within a unit should be visible for each role
- Manage Application Rights to sensitive records and confidential information with a few single clicks

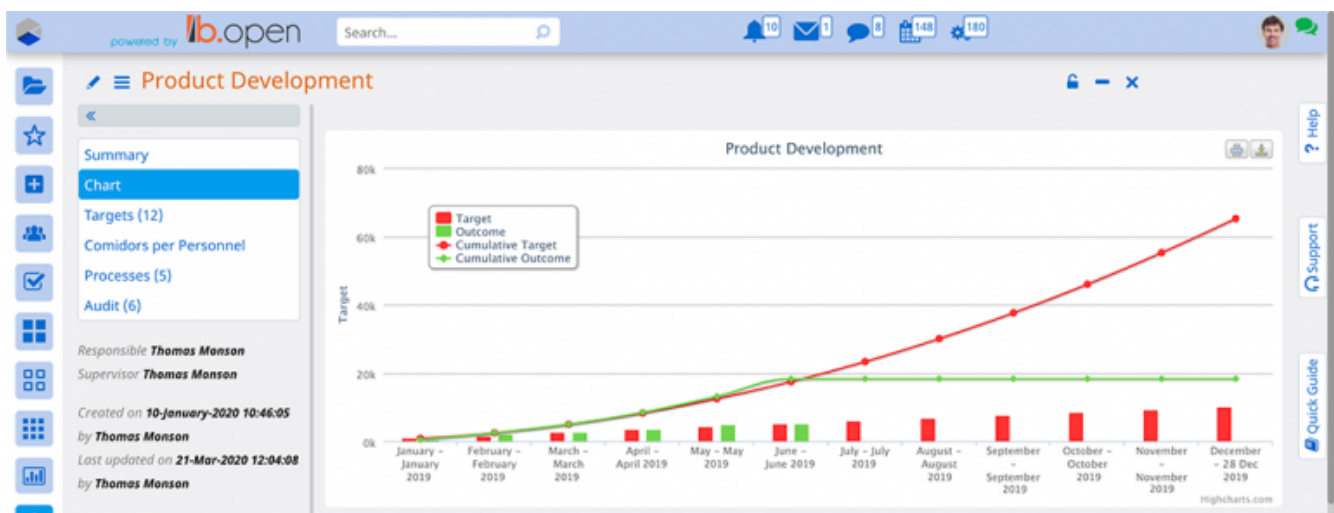


BUSINESS PERFORMANCE

Meet your business goals efficiently and effectively. Set up corporate objectives and improve organisation and team performance through monitoring Key Performance Indicators. Get full and clear insight of your business performance with Reports and Analytics.

Monitor your business performance with powerful KPIs

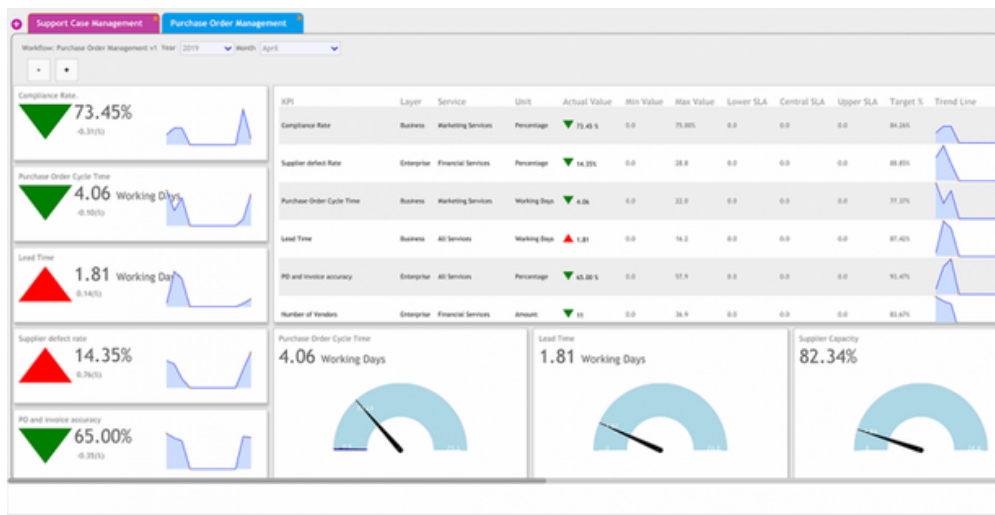
- Achieve Real-Time performance tracking
- Have a clear view of the KPIs progress
- Connect KPIs and certain processes easily
- Set targets and monitor their progress and results
- Get a clear visualisation of your preferred measurement



Get valuable insights at a glance with KPIs Dashboards

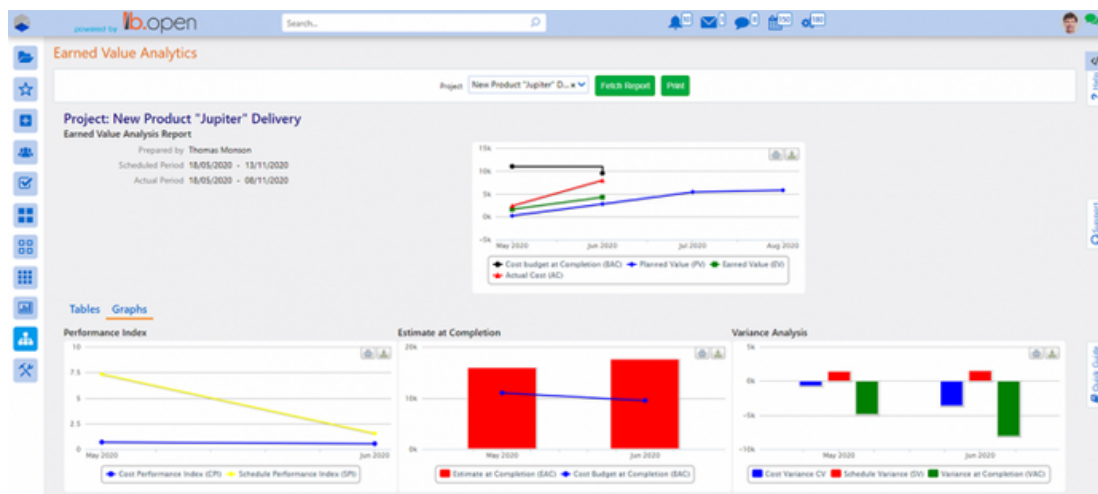
- Get a more detailed view of every performance indicator, workflow and time period
- Create your own dashboards, link KPIs with services and check business productivity
- Display the core KPIs, monitor their progress for specific time periods and achieve business objectives
- Different graph types - Score Cards, Goal Meters or Gauge Reports - help Managers and Process Excellence Executives to gain deep process understanding and improve the decision-making





Exploit out-of-the-box advanced Business Analytics and Reports

- Get a 360° view of your Business Projects with predefined Project Reports and Analytics. Manage and control project cost performance based on actual accomplishments with Earned Value Analytics and monitor the Personnel workload with Resource Availability Reports
- Obtain valuable information from the predefined Tasks and CRM reports and boost your business productivity
- Base your decisions for improving personnel performance on HRM Reports, such as Absence Report, Resource availability Report, and Skills Report
- Track your team's workload with Account, Process and Project Timecards



Create customised Reports

- Use Widgets for data visualisation and get real-time data based on parameters you define
- Combine multiple data views to create rich dashboards with different graph types (Text, Pie, or Column)
- Build your own Report Applications easily with Comidor App Builder and monitor any Comidor entity (Processes, Accounts, Tasks)
- Choose the view that best serves you for clear data visualisation and faster decision-making between Tables, Graphs (Pie, Stack, Column) or Reports





DIGITAL WORKPLACE

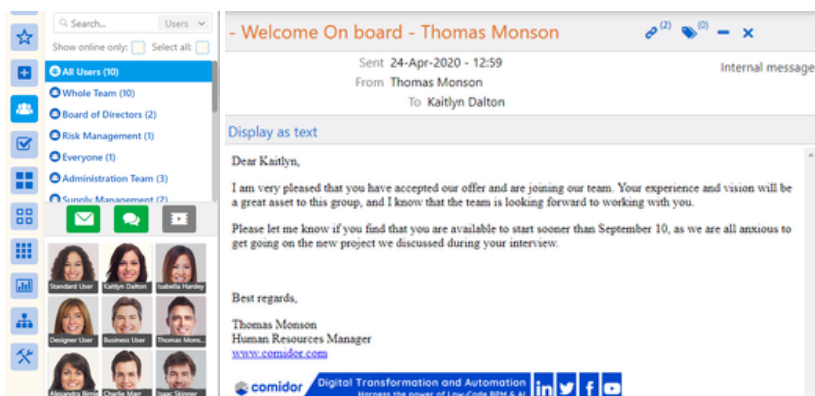
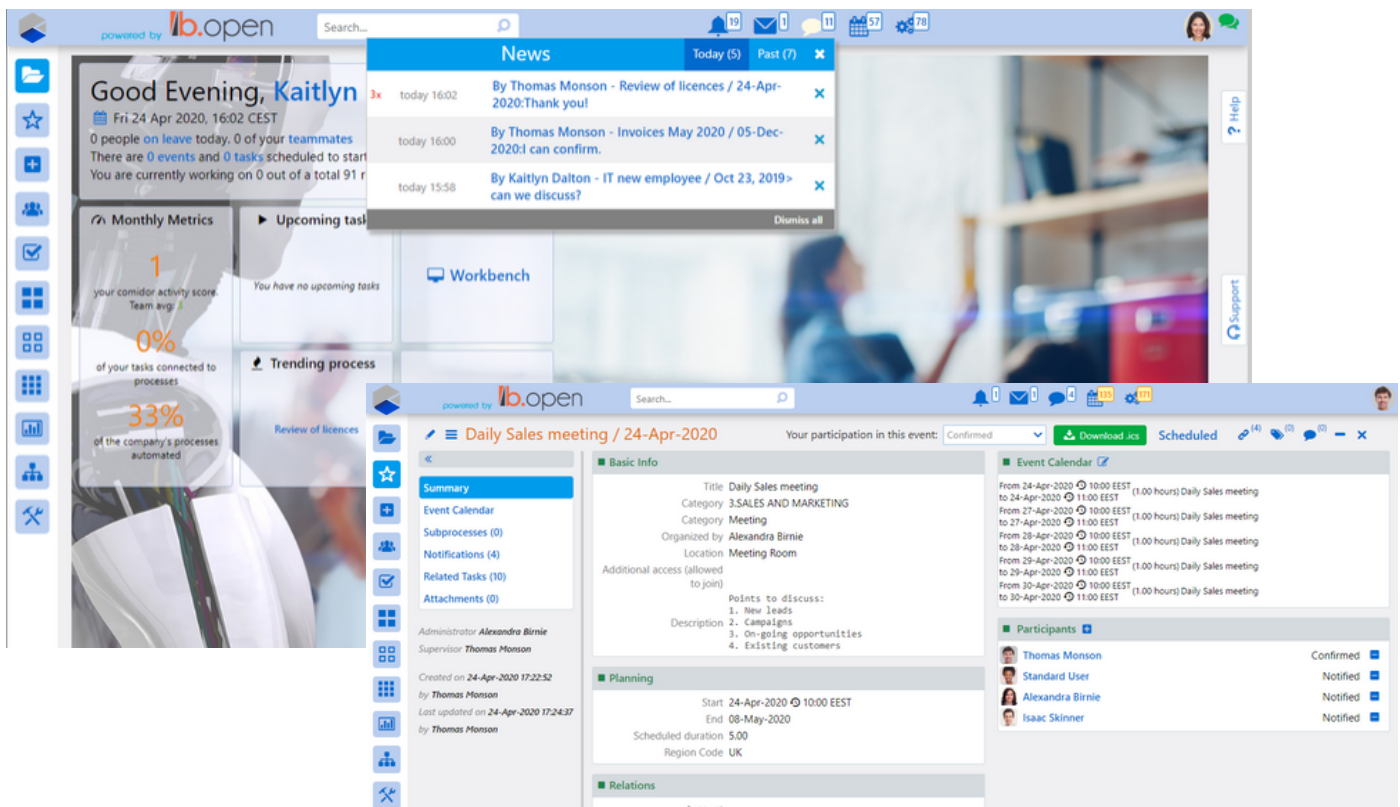
People, Process
and Technology
in one place



ENTERPRISE COLLABORATION

Bring all communication channels together, from internal messages to discussion boards and chat/video conferencing

- To-do lists for productive team collaboration
- Push notifications & reminders for tasks, emails-messages and upon any change or comment in notifications bar
- Event Management to organise and monitor your event capacity and planning
- Wikis that will help you transfer knowledge inside and around the company
- Topics and discussion boards

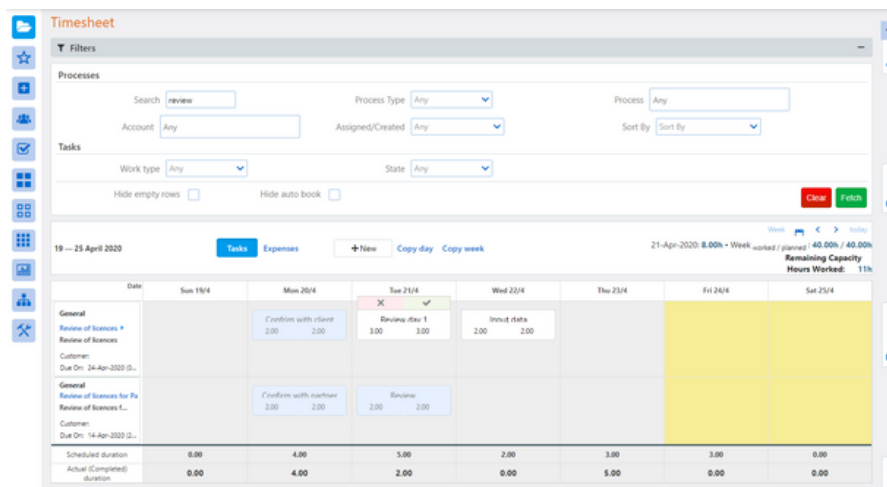
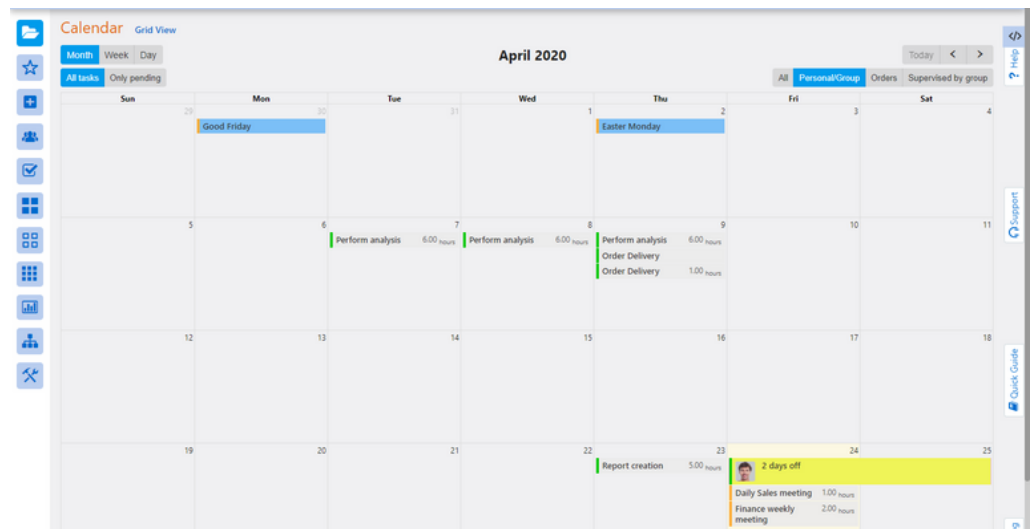


Communicate faster than ever

- Email Client with:
 1. multiple email integrations
 2. templates and scheduling capabilities to save you time
 3. linking options with other Comidor entities
- Internal Messaging
- Chat/video conferencing

Schedule work for maximum productivity

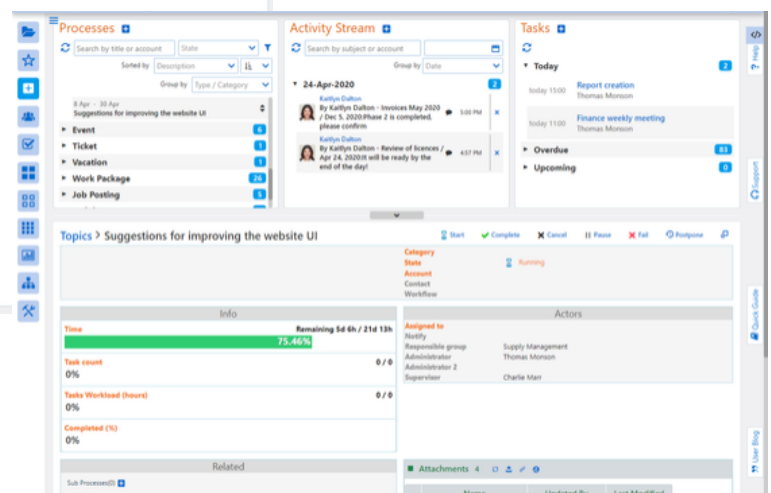
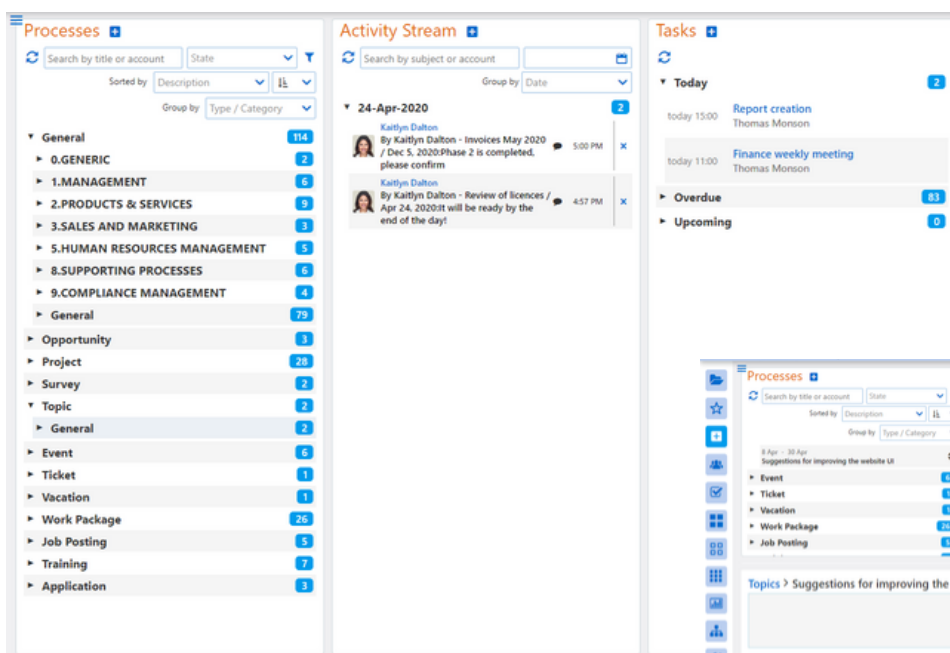
- Repetitive tasks to plan the work smarter
- Interactive Calendar in a daily/weekly/monthly or grid view with filters



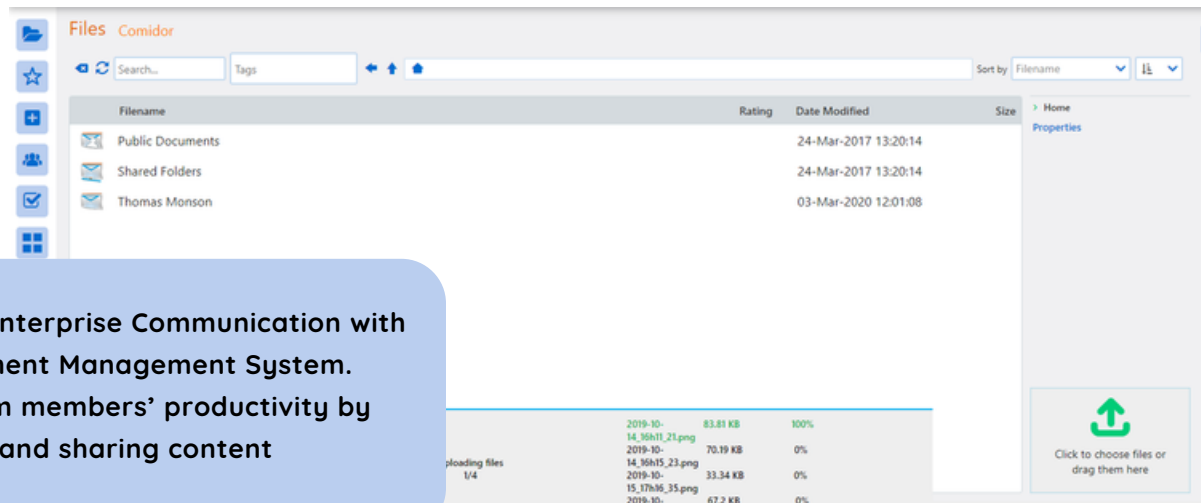
- Reminders via notifications/emails/SMS
- Re-scheduling and postponement of issues and tasks
- User timesheets give the scheduled and actual task duration to check user engagement

Control progress with intelligent dashboards

User-friendly dashboards with drag-n-drop functionality that give you a view of which process, email or task is pending with a preview of its information.



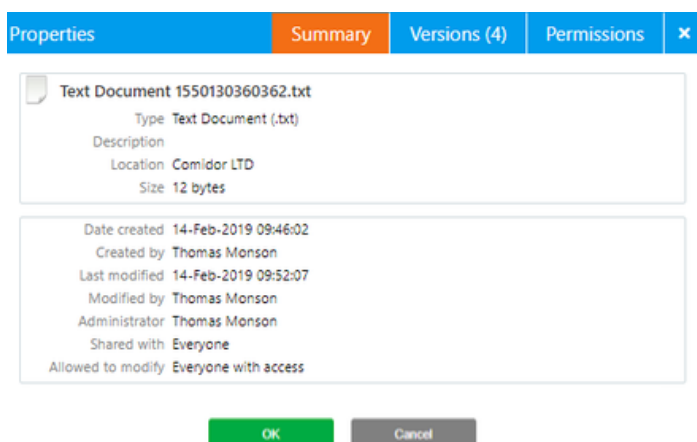
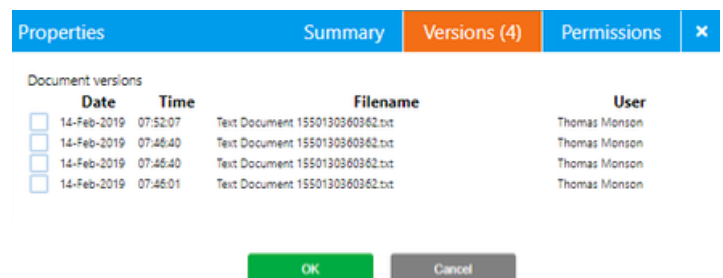
FILES AND CONTENT MANAGEMENT



Enhance your Enterprise Communication with Comidor Document Management System. Scale your team members' productivity by uploading files and sharing content with them

Manage your Documents

- Create, upload and store your files in Comidor DMS
- Preview your files online at any time and on any device
- Trace your files back to an older version
- DMS Integration with Dropbox, Google Drive, Box



Share information more safely

- Assign private or public access
- Choose the teams or other users you wish to share folders and files with
- Lock your files
- View and change access rights control based on user/team/role



Comidor also provides you with:

- Digital notes that replace post-it notes
- Embedded Wikis to share knowledge enterprise-wide

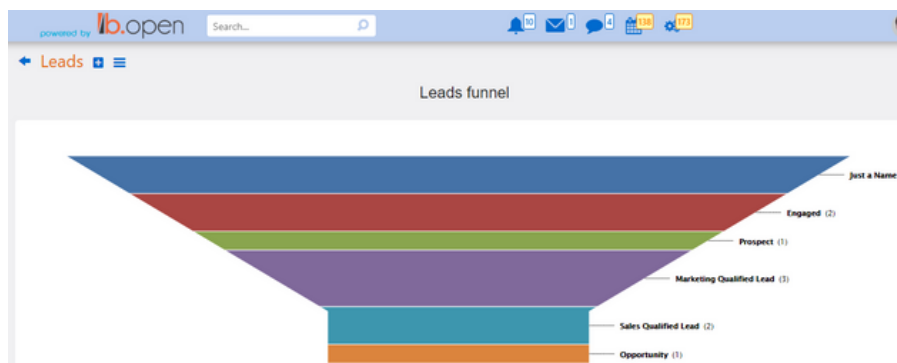
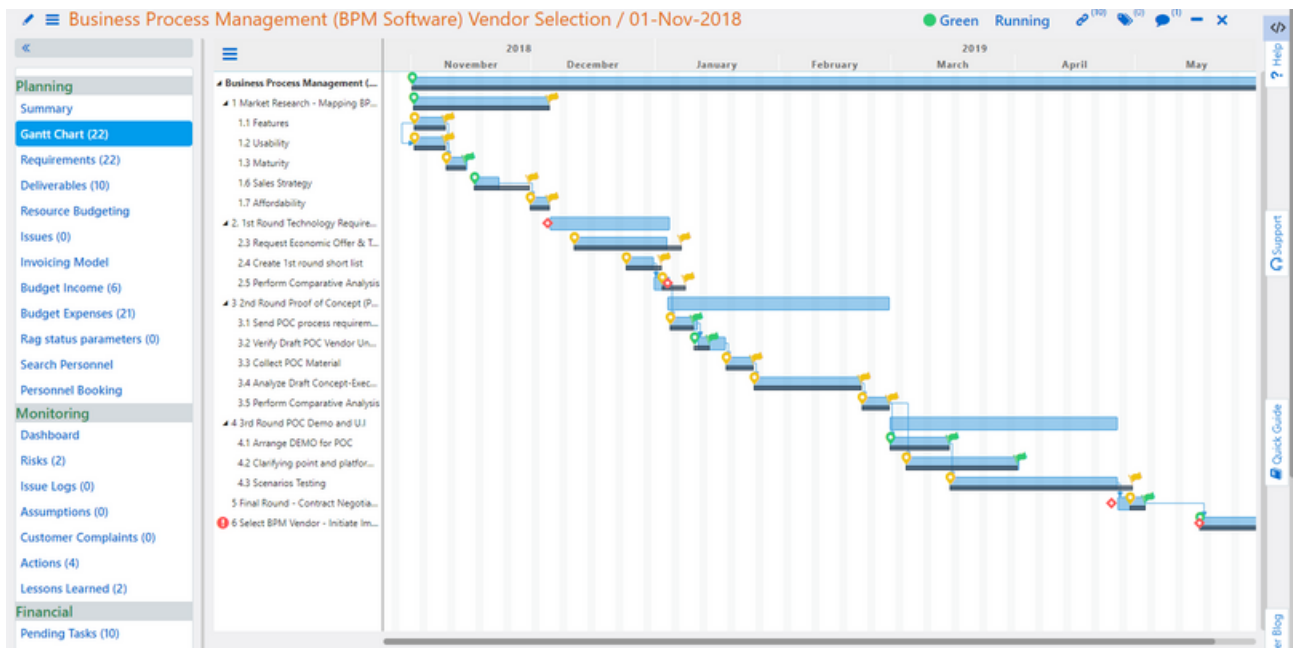


BUSINESS APPS

Project Management, People Management, Customer Success in one place

Project Management

- Visualise time, duration and sequence of the Project's Work packages with the Gantt chart
- Use the burndown chart to get an instant view of actual vs remaining schedule work hours
- Get quick updates via the KanBan board tool, monitoring all project work progress and their just-in-time deliverables.









Customer Success


- Manage Accounts/Clients/ Partners/ Suppliers/ Competitors in one rich user interface, with detailed past activity, notes, documents, email threads and BPM processes

People Management

- Organise & maintain personnel records
- Assign personnel to departments/locations
- Define working hours & conditions, set holidays per groups/countries

powered by 



Absence Report

From To Absence Type Approval Status Filter by

Personnel	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Entitlement			Balance	
	Carried Over	Current	Year end	Current	Year end	Current	Year end	Current	Year end	Current	Year end	Current	Year end	Current	Year end	Current	Year end	
Alexandra Birnie F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00	36.00	36.00	36.00	36.00
Kaitlyn Dalton F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	60.00	60.00	60.00	60.00
Isabella Hardy F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.96	57.00	57.00	57.00	57.00
Isaac Skinner F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27.00	60.96	60.96	60.96	60.96
Architect User F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.19	3.19	3.19	3.19
Thomas Monson F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.00	28.00	28.00	28.00	28.00
Demo user F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.64	7.64	7.64	7.64	7.64



COMIDOR PLATFORM

Cloud
Mobility
Security



CLOUD AND MOBILITY

Public and Private Cloud

IaaS (i.e. Amazon EC2, Azure, Oracle, Google, IBM)

- Public: Shared Infrastructure
- Private: Dedicated Infrastructure (A.D SSO)

SaaS- Software as a Service

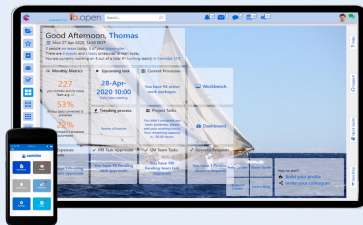
- ISaaS provision of the Solution with annual license fee

On Premise and Hybrid

- On Premise: Customer Infrastructure (A.D SSO)
- Hybrid: Any combination

Purchase (CAPEX)

- Ownership of the Solution with one-time fee



Comidor Mobile® is your personal business assistant when you're on the move. The app includes a variety of important business tools that ensure business continuity, improved productivity and give your company a competitive edge.

Key Features

- Email:

Follow your e-mails and Comidor internal messages and gain all the benefits of mobility

- Tasks:

Read your daily tasks and edit them on the go

- Contacts:

Have access to your full contacts profile all the time from any location

- Documents:

Browse through your Comidor Documents (private, public or shared folders) and download them directly to your mobile device

- Charts:

Use dynamic dashboards on-the-go

- Notifications:

Receive alerts (by text, sound or vibration) each time you have a new e-mail, task etc.



SECURITY

A+ in Security

Comidor Cloud's web-tier is rated as an A+ by the Qualis SSL LABS.

Comidor Platform offers end to end security for Cloud, Data and Applications integrating a full stack of security policies and services.

- | | | |
|------------------------|-------------------|-----------------------|
| ✓ Physical Security | ✓ Data protection | ✓ EU GDPR |
| ✓ Cloud Security | ✓ Data encryption | ✓ Risk management |
| ✓ Application Security | ✓ Access control | ✓ Business continuity |
| ✓ Compliance | ✓ Audit controls | ✓ Disaster recovery |

Network Protection Management

Comidor is accessed through a firewalled network configured to reject any illegitimated connections except those allowed by the network administrator (default deny).

Database Protection Management

Controlled access to the local Database (DB) is achieved through:

1. Controlling users access rights
2. Excluding access to local DB remotely
3. Ensuring that access is only possible through predefined administrator IP addresses.

All changes/updates made at the platform level to the platform and application systems are recorded in Apache Subversion Software (SVN).

Backup Management

The Comidor backup process ensures maximum safety and recovery of your precious application data. The backup manager applies the same high security policies to make backups automatically and at regular intervals to minimize data loss in case of errors, and natural disasters. The manager makes a full backup every day and incremental backup every 4 hours. Shortly after each full backup, the backup manager runs the compression and encryption process (application 7zip encryption AES256) on all backups of the day.

Authentication-Authorization

All access to Comidor, is permitted only over SSL connections. This way, users are assured that all information passed between Comidor and their browser is secure. For authenticating - authorizing users' access, Comidor follows a simple yet strict process in which users provide the given valid credentials (e-mail, password and company code), through SSL data transfer.

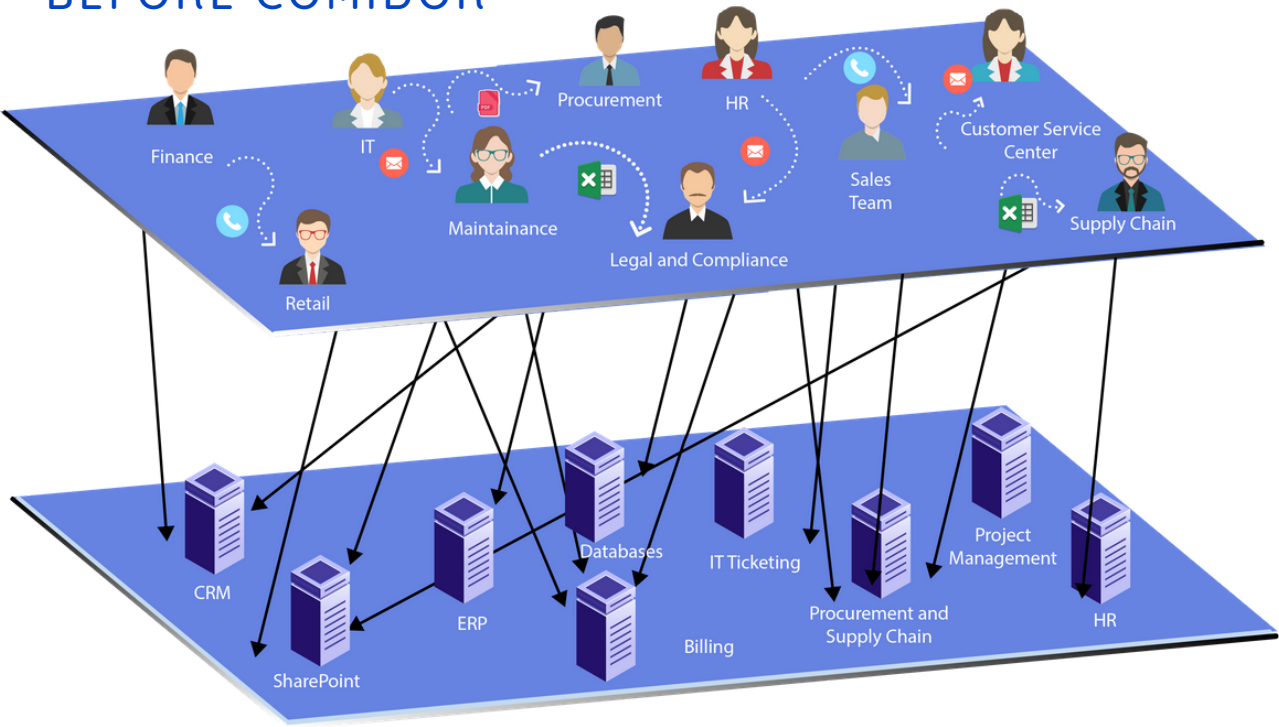
Audit

Our hosting partner is Amazon. Amazon AWS certified on multiple SAS70 Type II audits under both SSAE 16 and ISAE 3402 professional standards. AWS is also certified under the ISO 27001 standard.

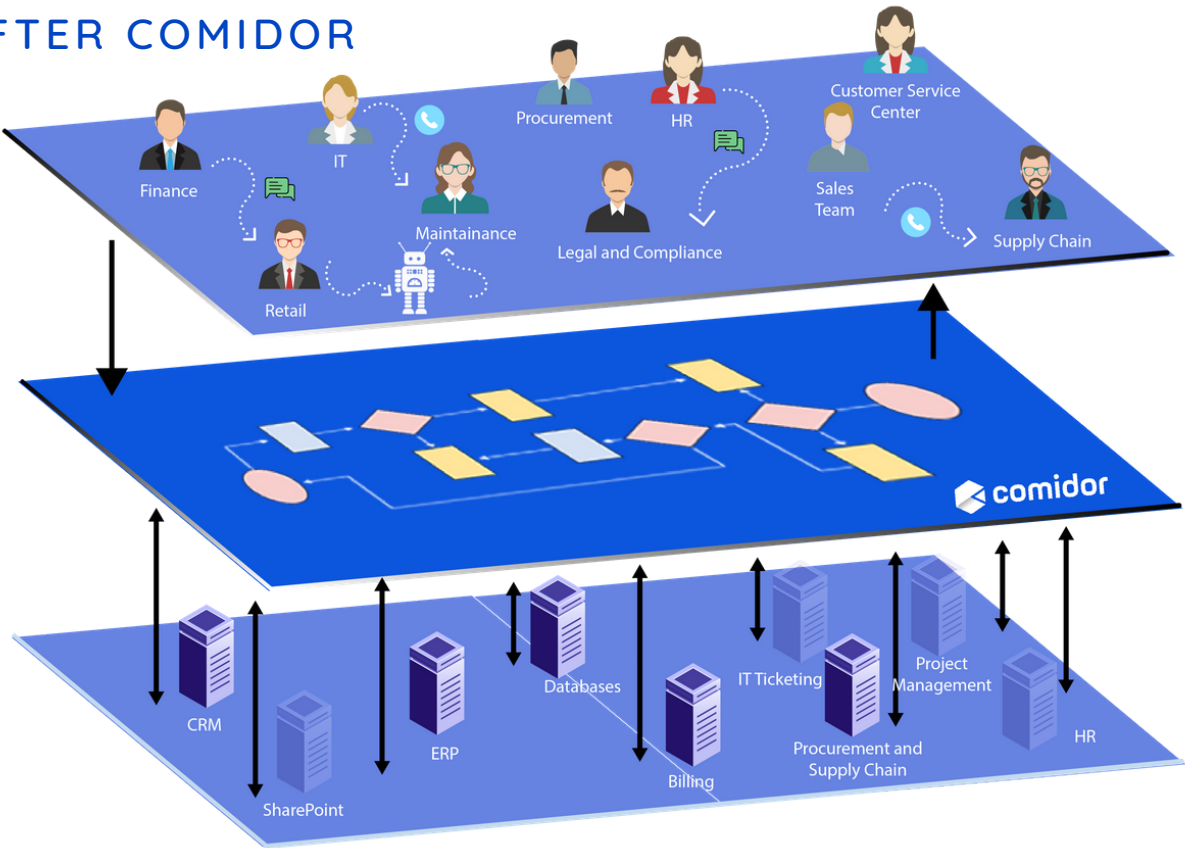


MAKING THE DIFFERENCE WITH COMIDOR

BEFORE COMIDOR



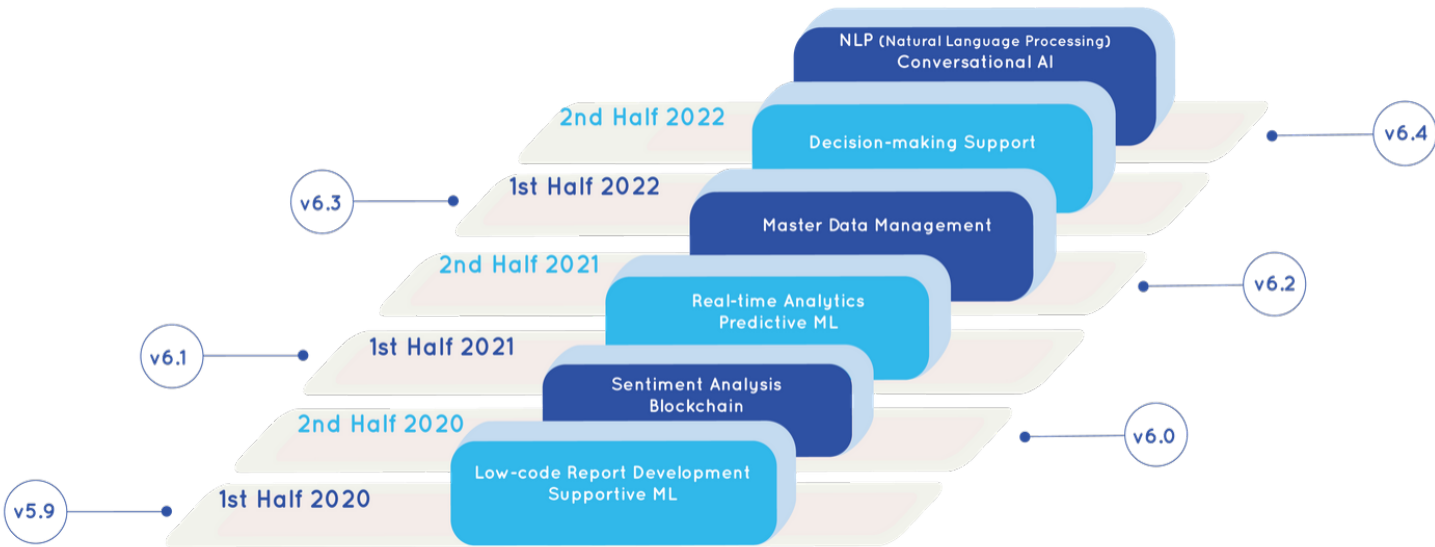
AFTER COMIDOR





comidor

3 YEARS
ROADMAP





FOR MORE INFORMATION PLEASE CONTACT:

Customer Success Team

 +44 (0)20 3397 8057

 customer.success@comidor.com

 www.comidor.com

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