



INTEGRATED PROPERTY SYSTEM WORKFLOW AUTOMATION

The **Workflow Automation** module can be used to automate many of your existing in-office processes and even notify users outside the office with information about your records.

AUTOMATION FEATURES

NOTIFY ANY CONTACT ON THE RECORD ABOUT

- ✓ **Addition of Inspections**
Scheduling dates and times, rescheduling, passing or failing
- ✓ **Addition of Approvals**
Groups that need to evaluate the record, conditions, status of the approval process
- ✓ **Addition of Actions**
Stop work orders, notices of violation, hearing dates
- ✓ **Status changes to records**
Issuance of permits, completion of permits, issuance of violations, closure of complaints

NOTIFY THE ASSIGNED INSPECTOR OR DEPARTMENT HEADS ABOUT

- ✓ **Records being assigned to them**
Permit Applications, Permits, Complaint, Inspections
- ✓ **Records that need attention**
Inspections that need rescheduling, upcoming violation compliance dates, permits due

MAKE CHANGES TO THE RECORDS BASED ON CONDITIONS OR COMBINATIONS

- ✓ **Change record statuses**
If criteria are met or not met, if dates have lapsed, if fees are paid
- ✓ **Add attributes**
If properties have certain property classes, fire districts, occupancy loads
- ✓ **Add Approvals**
If properties are in certain zones, if properties are in wetlands, if properties are in historic districts