



## Fortis FormIt™

### Create dynamic forms to put data to work

With **Fortis FormIt** you can:

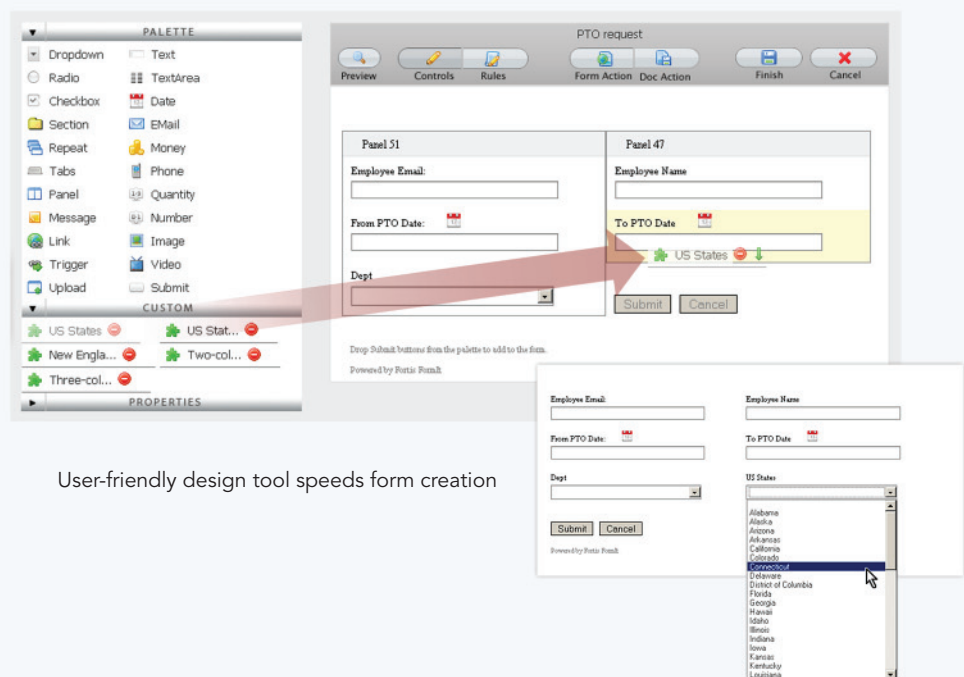
- Automatically process and update data captured by online forms
- Leverage the workflow capabilities of Fortis document management
- Create rich, dynamic forms with drag-and-drop technology
- Develop complex layouts with collapsible sections, tabbed views and multi-column layouts
- Create forms according to predefined business rules
- Apply built-in logic to make your forms "sticky" for the user
- Easily embed forms into a Web page

When a customer or member of your staff fills out a form and submits it what happens next? Does your organization have an efficient way to capture the information and automatically kick off a business process that puts the data to work? **Fortis FormIt** addresses the need for Web-based form creation and processing through a single Web interface and lets your organization take fuller advantage of **Fortis's** workflow capabilities.

**Fortis FormIt** enables your organization to create dynamic, Web 2.0 forms with drag-and-drop technology. Use custom templates, or your own, to easily create multi-page forms, tabbed views and collapsible sections. A variety of pre-packaged data controls can collect standard information such as name, date, address and cost.

Once a form is completed, validated and error checked, it populates a PDF document that is assigned a document type and sent directly to the correct folder in **Fortis**. **Fortis FormIt** can also populate forms for signature and capture into the **Fortis** document repository. Using Active PDF forms, **Fortis FormIt** dynamically passes data from the Web-based form into a **Fortis** index field. Your organization will gain efficiencies with automated indexing, and the elimination of scanning and duplicate data entry.

**Fortis FormIt** is an easy-to-use, 100% browser-based design tool with capabilities that include built-in business rules, pre-configured layouts and automatic synchronization of forms and data. With **Fortis FormIt**, you can easily add forms to any Web page. The software features an Ajax-based, responsive user interface and offers full support for XML and XML schema.



User-friendly design tool speeds form creation

# Fortis FormIt At-a-Glance

## Drag-and-drop technology creates Web 2.0 forms and puts data to work

Feature	Advantage	Benefit
100% browser-based	Complete online forms with any common Web browser via an Internet connection	<ul style="list-style-type: none"> <li>- Eliminate paper for "Go Green" initiatives</li> <li>- "Outsource" data entry to the form submitter</li> <li>- Embed forms into existing Web pages</li> <li>- No need to deploy client software</li> <li>- No need to install browser controls</li> </ul>
Create forms via drag-and-drop	Create electronic Web-based forms without HTML/ASP or coding experience  Use predefined controls to collect information such as name, date, address and cost	<ul style="list-style-type: none"> <li>- Easy to use and administer</li> <li>- No need for technical expertise</li> <li>- Easy to create custom forms</li> <li>- Easy to change existing forms</li> </ul>
Can integrate directly with <b>Fortis</b>	Capture completed forms directly into <b>Fortis</b>	<ul style="list-style-type: none"> <li>- Lower capture costs</li> <li>- Reduce print and toner costs</li> <li>- Eliminate mailing and distribution costs</li> </ul>
Can integrate data with line-of- business applications	Feed data into line-of-business applications upon form submission	<ul style="list-style-type: none"> <li>- Eliminate duplicate data entry</li> <li>- Process information faster</li> </ul>
Use form data as <b>Fortis</b> document index data	Automatically populate <b>Fortis</b> index fields	<ul style="list-style-type: none"> <li>- Facilitate document retrieval</li> <li>- Trigger workflow based on index data</li> </ul>
Can configure to populate related forms with common data	No need to rekey recurring data, such as name and address, across multiple forms	<ul style="list-style-type: none"> <li>- Complete forms faster</li> <li>- Increase data accuracy</li> </ul>
Dynamic form behavior	Create dynamic behavior, such as conditional sections or computed values like invoice total, based on business rules	<ul style="list-style-type: none"> <li>- Provides QA on form accuracy with immediate feedback</li> <li>- Enforce entry of required data</li> <li>- Build in business logic to accommodate for all variables</li> </ul>
Dynamic form data	Pre-populate form data from databases and other sources	<ul style="list-style-type: none"> <li>- Complete forms faster</li> <li>- Eliminate redundant data entry</li> </ul>
Upload and submit attachments	Link supporting documentation to submitted forms	<ul style="list-style-type: none"> <li>- Capture all information at once</li> <li>- Enhance decision making</li> </ul>
Collaborate on complex forms	Multiple users can work on forms which are automatically maintained on the server	<ul style="list-style-type: none"> <li>- Promote teamwork</li> <li>- Share information more effectively</li> </ul>
Advanced security	View and submit forms over secure 128-bit encrypted connection	<ul style="list-style-type: none"> <li>- Leverages industry-standard security</li> <li>- Works in conjunction with existing <b>Fortis</b> security policies</li> </ul>

Common uses for **Fortis FormIt**: Employee onboarding, mortgage applications, tax forms, auto purchase deal jackets, insurance claims, purchase requisitions, surveys, time sheets, annual enrollment, college admissions and HR evaluations



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