

## Closing the Loop with An Automated Workflow

Keeping manuals up-to-date matters not only for compliance, but also to ensure end users have the latest information about safety, regulations, and policies. But this can be challenging.

OEM and company manual revisions are ongoing and can be quite intense. The number of people and different roles involved make it complicated and cumbersome, especially if you're managing the process manually. Between the time it takes to complete and deliver revisions (digitally or on paper) and the everyday hang-ups that can often halt the process, inefficiencies are common.

That's why automating the workflow for creating and updating content can have a meaningful impact, benefiting content authors and end users of the information. In an automated workflow, the steps or tasks of a process (i.e.: document revision) are determined ahead of time. So are the key people and roles as well as the actions needed to complete each step. Completion of a step then automatically triggers the next step to begin without requiring manual (aka. human) intervention. This continues until the process is complete and reduces the burden of managing the process. This automation should free up time to focus more on the tasks themselves.

If you aren't already using automated workflow management, consider the benefits:

### BENEFITS OF AUTOMATED WORKFLOW MANAGEMENT FOR EFB REVISIONS

- 1** Eliminate the use of digital and paper inboxes for feedback
- 2** Enable end users and SMEs to provide direct feedback for added context
- 3** Enable cross-role collaboration while monitoring progress and blocks
- 4** Ensure data accuracy of revisions

Ultimately, the streamlined process and opportunities for collaboration created by automated workflows leads to richer content and a more positive experience for authors, content contributors, and end users.

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