

Bracknell & Wokingham College became a customer of Gateway's in May 2006 following a project to find a suitable solution for the scanning of their paper records. Gateway visited the College and demonstrated the WinDIP Enterprise solution and discussed the potential integration with their Opera II Accounting Software. By integrating the two solutions, the College can capture their accounting documentation and any other related documents that they wish, viewing the images throughout the organisation, either from within or external to Opera II.

**First Implemented:**

2006

**WinDIP Components:**

Core System

Workflow Module

Opera II Accounts Plug In

Gateway Computing also provides a software support and hardware maintenance service which means the College has a single point of contact for all system issues, reducing any system down time.

The system was quickly adopted and soon became an essential part of the day-to-day running of the College's administration. It currently provides for the scanning of accounts based paperwork although the College will in time be looking to roll out the system to other departments.

In November 2006, Bracknell & Wokingham College added the Workflow module to their WinDIP Enterprise licence. The WinDIP Enterprise Workflow module provides added functionality to enhance WinDIP Enterprise as a complete Electronic Document & Records Management System and not just a data capture and archiving system.

Workflow profiles can be defined graphically providing an easy to follow representation of the Workflow in question. Individuals can be added and removed from the Workflow as required and the sequence of the Workflow can be easily altered. Once defined a Workflow profile can be applied to one or many WinDIP Enterprise Information types to automatically initiate at the point of capture, the starting point of any EDRMS based Workflow process.

The Finance Manager for Bracknell & Wokingham College says "In preparation for the rebuild of our Church Road Centre we introduced WinDIP Enterprise to cut storage space, paper movement and retrieval time. Gateway has helped us through the culture change and we will undoubtedly extend its use".

