COLLEAGUE INTEGRATION

Getting the most from your SIS with DocFinity.
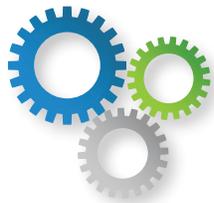
Admissions:

DocFinity streamlines processes throughout the student life cycle. Once a checklist of documents has been received, the information is automatically tied to the Colleague account and routed for review. Approvals and denials trigger appropriate tasks - letter generation, financial aid processes, and gathering of transcripts and other personal information. All of these tasks can be tied back to and monitored from the student record in Colleague.

Registrar:

- DocFinity eForms enables easy, standardized collection of information and requests, with drop-in scanning of high-volume, routine forms.
- Transcript requests, grade changes, and other activities involving multiple parties — or requiring approvals, signatures, or other actions — can be completed in a fraction of the time.
- DocFinity enables creation of a secure, centralized repository of student records that is accessible from within your Colleague interface.

Financial Aid:

- DocFinity updates Colleague checklists in real time as verification data is received.
- Financial aid offices can launch commands to perform regular actions such as form letters or automated calls requesting documentation.
- Complete files are automatically routed for review.
- Institutions can return decisions more quickly, resulting in a better qualified incoming class.

DocFinity Core	Print to DocFinity
Records Management	COLD/ERM
BPM/Workflow	Enterprise Search
eForms	HL7
DocFinity Exporter	HSM
DocFinity Connect	Dashboards
Fax Integration	Intelligent Capture

COMPANION DATA SERVICES®

A CELERIAN GROUP COMPANY

Image Enabling Colleague® by Ellucian

Easily associate documents with student information for a complete student record. With a click of a button within Colleague, you can expedite decisions and standardize processes by:

- pulling a hit list of documents stored within DocFinity and other applications,
- displaying data from other systems, and
- triggering or continuing processes.

Enhance Your Colleague Investment

Your Colleague® by Ellucian system is pivotal to your institution's ability to input, access, and manage student information. Integration with DocFinity® can help you expand that functionality, enabling immediate access—via your Colleague interface—to the critical information stored within your documents. The ability to share information in real time provides your institution with the tools you need to enhance and expedite services to students and other stakeholders. Processes are standardized and automated, resulting in improved turnaround times, reduced errors, and faster decision-making. With DocFinity you'll:

- ✓ **Simplify processing:** Your DocFinity/Colleague integration will enable users to view documents that are stored in DocFinity from within their familiar Colleague interface.

- ✓ **Streamline processing:** The Colleague/DocFinity integration allows you to manage accounts in one place - eliminating duplicate records and the need to open multiple software applications to view information.

- ✓ **Improve decision-making:** Accelerated Admissions processing enables expedited acceptance, keeping enrollment numbers at their max.

- ✓ **Keep processes moving on the go:** Mobile access enables professors to approve grade changes during breaks, recruiters to upload documents, and physical plant staff to view approved orders.

Options for Integration:

- ✓ Use DocFinity web services to write code to view, retrieve and display documents with 3rd party viewers.

- ✓ Create a link within Colleague that executes a DocFinity URL API to view the document and supporting documentation.

- ✓ Using DocFinity BPM, query student data within Colleague and trigger workflow processes without human intervention.

- ✓ Use DocFinity's Colleague indexing plug-in to pull relevant index data from Colleague application screens to automate document indexing.

- ✓ If you don't have the resources, use DocFinity Connect for a zero programming option - a hot key that queries for files held in DocFinity.