cks.RUN

Process automation for cks.DIGITAL 4.0
Send documents to Add-ons automatically and set processing in motion

cks.RUN is a robotic process automation, which can automate single subprocesses or even entire processes from within the document management system cks.DIGITAL 4.0 for SAP Business One. With cks.RUN, you can import newly received documents, e-mails, business correspondence, files etc. straight into the inbox of cks.DIGITAL 4.0. These documents are then immediately available in the SAP Business One user interface for further processing by employees. Newly received external documents can also be forwarded to other Add-ons and enhancements such as cks.ADC or cks.AI and further processing steps can be set in motion. cks. RUN also enables background actions such as audit-proof archiving of outbound documents and SAP attachments, or deferred archiving of older documents outside normal business hours in order to make better use of resources such as server capacity.

Sort your inbox automatically according to document type and recipient
Most businesses receive a variety of new letters, e-mails and PDF files every day. Every document needs to be processed and assigned. With cks.AI, you can automate this part of the process. Our artificial intelligence processes your entire inbox, recognises document types and assigns all documents to the correct colleagues.
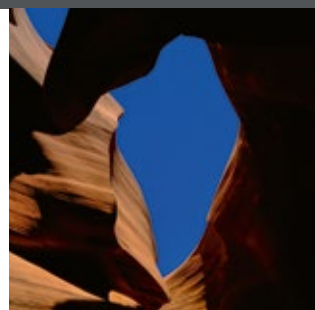

Connect cks.DIGITAL 4.0 to other SAP Add-ons and external applications
cks.API allows you to exploit the functions of cks.DIGITAL 4.0 from other SAP Add-ons and external applications. For example, you can call up documents that have already been archived and save newly created documents in the digital archive. Therefore, you can simplify and accelerate many working processes.

Move e-mails and attachments directly from Outlook to cks.DIGITAL 4.0
cks.OUTLOOK allows you to move e-mails and attachments straight to your cks.DMS digital archive. There are three options available: you can move e-mails and attachments to your personal inbox, assign them directly to a business partner, or link them with a SAP document, all without having to leave the Microsoft Outlook UI. This accelerates this part of the process and also simplifies day-to-day work routines.

Access your archived documents from anywhere
Whether you're using the internet or an intranet, cks.WEB enables safe and secure access to your cks.DMS digital archive. You can find documents using the familiar full-text search function or you can use the business partner and SAP transaction to go straight to the linked documents, files and e-mails – all from within your Web browser.

cks.RUN Complements

cks.AI – Inbox Management for cks.DIGITAL 4.0
An intelligent inbox for the automatic classification and forwarding of business documents

cks.API – Interface to cks.DIGITAL 4.0
Enables the connection of third-party SAP Business One Add-ons and external applications to cks.DIGITAL 4.0

cks.OUTLOOK – MS Outlook Add-in for cks.DIGITAL 4.0
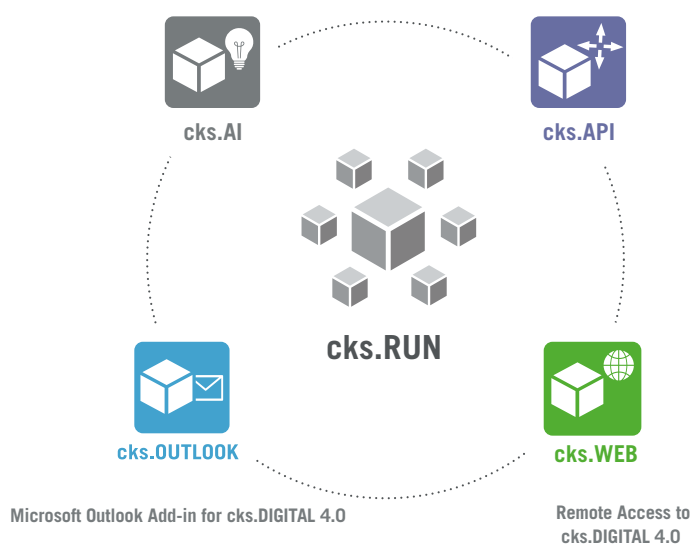Move e-mails and attachments from Microsoft Outlook straight to cks.DIGITAL 4.0

cks.WEB – Remote access to cks.DIGITAL 4.0
Access archived documents via the internet, view SAP document data and release draft documents in the approval process

Inbox Management for cks.DIGITAL 4.0   Interface to cks.DIGITAL 4.0

cks.AI

cks.API

cks.RUN

cks.OUTLOOK

cks.WEB

Microsoft Outlook Add-in for cks.DIGITAL 4.0   Remote Access to cks.DIGITAL 4.0

Robotic Process Automation

ck.solution
automates your document workflow

cks.AI

Inbox Management for cks.DIGITAL 4.0

An intelligent inbox for the automatic classification and forwarding of business documents

Every day your business receives invoices, delivery notes, letters and dozens of other documents that need to be processed. They also need to be forwarded without delay to the correct employees. The artificial intelligence of cks.AI enables you to automate this part of the process with ever increasing precision.

Automate the sorting and distribution of your incoming mail

With cks.AI you can now automate your inbox. Our artificial intelligence processes your incoming post, analyses the content, classifies each document according to document type and forwards to the relevant employee or next step in the process according to your specific business processes and requirements.

Improve business partner satisfaction with shorter processing times

Your customers and suppliers want their correspondence and requests to be dealt with quickly and for order confirmations to happen without delay. Automation enables you to reduce throughput times for your incoming mail; just a few minutes after landing in your inbox, documents are available to employees for further processing.

Reduce the error rate associated with manual sorting

A letter's correct recipient can usually be determined from the content. However, there often isn't the time to read a whole document and the relevant employee is sometimes not named. cks.AI uses not only the information in the document but also other parameters from SAP Business One to make the best possible decision about the recipient – and it never gets tired.

Function	cks.AI	Description
Classification of the Document Type	✔	An important step is determining the document type e.g. whether it is an invoice, delivery note, form, letter etc.
Assignment to the Correct Employee	✔	cks.AI uses the document content, data from SAP Business One and company-specific definitions to send the document to the personal inbox of the correct employee.
Identification of the Correct Business Partner	✔	If a business partner is identified, this is preselected in the employee's personal inbox.
Identification of the Correct SAP Document	✔	If a SAP document can be found, this is also preselected in the employee's personal inbox..
Automatic Background Learning	✔	If a correction is made e.g. a document is forwarded to a different employee or a different SAP document is selected, cks.AI learns from this and uses this information in future decisions.

✔ included in the license   ✔ bookable   ✗ not included in the license

ck.solution
automates your document workflow

cks.API

Interface for cks.DIGITAL 4.0

Enables the connection of other SAP Business One Add-ons and external applications to cks.DIGITAL 4.0

SAP Business One is used in many different industries and is therefore often adapted to the special requirements of individual companies with additional Add-ons. With cks.API you can now integrate the archive and the additional functions of your cks.DIGITAL 4.0 electronic document management solution with your Add-ons as well as external software applications. This enables you to simplify and accelerate many day-to-day processes.

Accelerate and simplify business processes across different software systems

There are many electronically archived documents such as delivery notes, inspections logs and production documents that are needed by other SAP Business One Add-ons and external software applications. Alternatively, documents are created in these places. After that, they need to be archived securely in cks.DMS alongside SAP documents or business partners. With cks.API, you can create bespoke solutions and connections that are tailor-made for your requirements.

Automate the business processes between different software applications

With our RESTful API, you can avoid media discontinuity and achieve automation of document-based business processes across different software applications. When used in conjunction with our robot-supported process automation module cks.RUN, you can control the flow of documents and files precisely.

Give business partners access to selected documents

Make it possible for your customers and suppliers to download invoices and delivery notes or other documents such as quality protocols and accompanying documents directly from your website or online shop. Your business partners get the documents they need almost straight away, without your accounts department needing to do a thing.

✔ ✔ ✖

Function	cks.API	Description
Connection of own Software Solutions and Apps	✔	Integrate the cks.DIGITAL 4.0 document management system into your own software solutions, your website, your online shop or mobile app.
Access to all Data in cks.DIGITAL 4.0	✔	Create, read and update data in cks.DIGITAL 4.0 incl. metadata
Access to Business Partner and SAP Document Data	✔	Access data in SAP Business One that is linked with the archived document such as business partner or SAP document.
SAP und cks.- Authorisations	✔	Use the authorisations in SAP Business One and cks.DIGITAL 4.0 to restrict access and editing rights.
Encrypted Transmission	✔	Data is exchanged between your document management system and your application via https-secured connections.
SAP Approval Procedures	✔	Incorporate the SAP approval procedure in your application.
Cross-Client Capability	✔	Connect several databases (clients) in SAP Business One with your application
Previews	✔	Display previews of the archived documents.

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cks.OUTLOOK

 Microsoft Outlook Add-in for cks.DIGITAL 4.0
Move e-mails and attachments from Microsoft Outlook into cks.DIGITAL 4.0, assign business partners and SAP documents, and then archive them securely.

In many businesses, Microsoft Outlook is essential for internal and external communications. E-mail is used for enquiries, agreements, exchanging documents and orders. Sometimes this involves data and information that needs to be processed in a different place or archived securely and compliantly. With cks.OUTLOOK, you can simplify and accelerate this stage of the process by avoiding any discontinuity in media.

Move e-mails and attachments to your document management system without switching away from the Microsoft Outlook user interface

Invoices, delivery notes, customer orders etc. are often exchanged in electronic form as PDF files. cks.OUT-LOOK is a useful Add-in which allows you to move e-mails and attachments straight from Microsoft Outlook to cks.DIGITAL 4.0 without having to switch back and forth between applications.
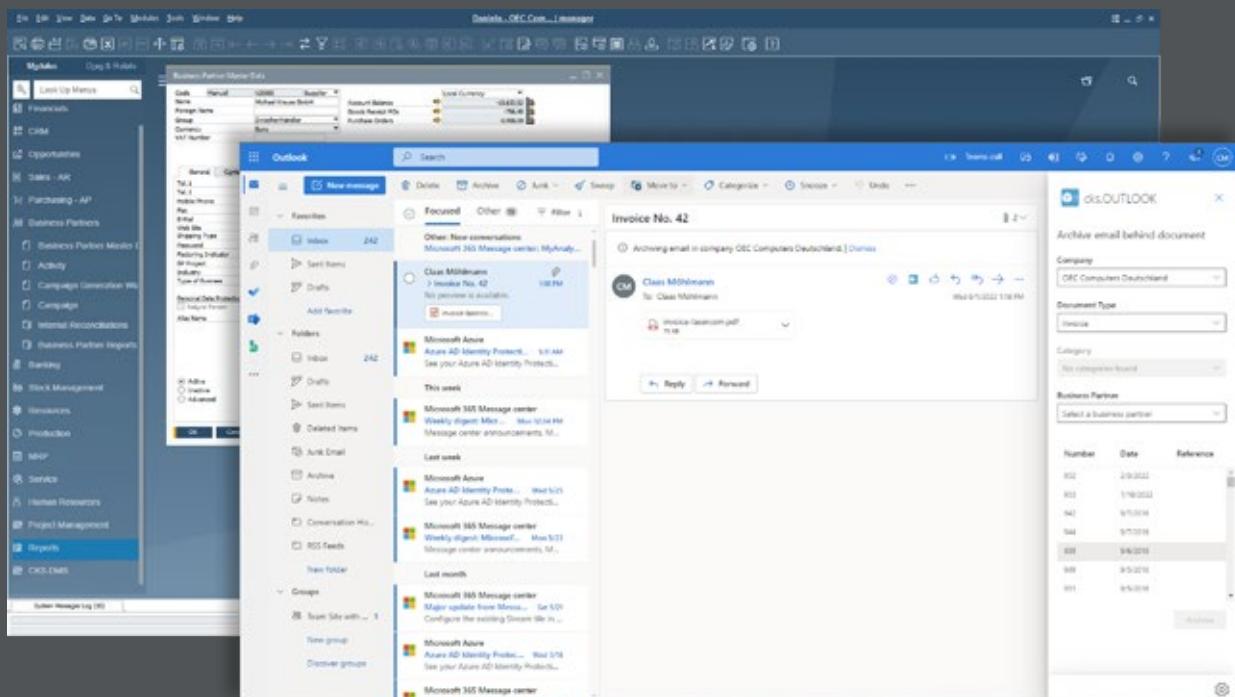
Assign e-mails and attachments to a business partner or SAP document in SAP Business One

E-mails can contain important information that you would like to link with a business partner or SAP document in SAP Business One. This information is archived securely and is available to other employees as long as they have the relevant authorization. In order to simplify the assignment, cks.OUTLOOK uses e-mail addresses to suggest business partners.

View e-mails that have already been archived in Microsoft Outlook

cks.OUTLOOK gives you a clear overview. A colour-coded classification of the e-mails tells you which ones have already been archived. You can also see with which business partner or SAP document an email has been linked within SAP Business One. This function is particularly useful for generic e-mail addresses which are shared by several users and it prevents the duplication of work steps.

Function	cks.OUTLOOK	Description
Move E-mails and Attachments to the Personal Inbox	✔	Move e-mails and attachments straight from Microsoft Outlook to your personal inbox in cks.DIGITAL 4.0
Archive Behind Business Partners	✔	Assign e-mails and attachments to a business partner straight away. Suggestions are made using e-mail addresses.
Archive Behind SAP Documents	✔	Archive e-mails and attachments directly behind a SAP document.
Colour-Coding of Archived E-mails	✔	In the Microsoft Outlook user interface, see which e-mails have already been archived and which data records they have been assigned to in SAP Business One.
SAP and cks.- Authorizations	✔	Use the SAP Business One and cks.DIGITAL 4.0 authorizations to restrict who can access and edit documents
Works with 'Web Outlook'	✔	The Microsoft Outlook cks.OUTLOOK Add-in can be installed on 'Web Outlook' as well as a local e-mail client.
Access Archived Documents Whilst on the Move	✔	Click an archived e-mail in Microsoft Office and access it directly via cks.WEB.

cks.WEB

Remote access to cks.DIGITAL 4.0

Access archived documents via the internet, view SAP document data and release draft documents in the approval process

Provision of documents and information is one of the basic features of a document management system. Ideally, access to data should be possible throughout the business and shouldn't be dependent on location. cks. WEB is the optimal enhancement to your DMS as it provides secure access to cks.DIGITAL 4.0 and makes it possible to work with documents and information via the internet and a web browser. Access to documents is restricted according to the authorizations in SAP Business One.

Provide employees access to the digital archive even if they do not use SAP Business One

The document management system cks.DIGITAL 4.0 is most often used by employees who work with SAP Business One. However, it is common for employees who don't have access to the ERP system to require access to certain documents and data – for example, employees in manufacturing who need the access to production drawings. With cks.WEB, these employees can view, download and upload new versions of documents via a web browser in accordance with their user authorizations.

Give your tax advisor access to certain document types in SAP Business One

Every month it's the same routine: a bundle of documents must be sent to your tax advisor. And in the meantime, they request further documents that also need to be dug out. By giving them access to your SAP documents, your tax advisor can find all the necessary documents by themselves – and exactly when they need them. This of course lightens the workload in your accounts department and frees up time for more value-adding activities.

Use a web browser to release draft documents in the SAP approval procedures

You can release A/P invoices, POs, quotations etc. for posting without accessing SAP Business One directly. Connect to cks.WEB easily with your notebook, tablet or smartphone and view all SAP documents that are awaiting approval as well as the documents that are archived behind them. You can add comments to these documents, release them straight away or return them for revision.

Watch video!

Function	cks.WEB	Description
Archive access via the internet/intranet	✔	Access your entire archive via a normal web browser.
Restricted access for business partners	✔	Allow business partners to view relevant archived documents, invoices, delivery notes etc.
Identical access authorizations SAP -> cks.WEB	✔	Named users for cks.WEB automatically receive the access authorizations that have already been defined in SAP.
Release documents during approval procedures	✔	Release documents within the SAP approval process whilst on the move.
Document uploads	✔	Upload documents to the archive whilst on the move.
Additional entry of metadata	✔	Enter additional information for documents in a free text field or by selection.
Integration of an SSL certificate	✔	Secure internet access to your archive via an SSL certificate.

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