

## Command!™

### *Make Your Software Work Together™*

In today's digital world, the tools of production are PCs and software. Office workflow usually involves creation of electronic folders and files for distribution within the business or to customers, personnel, or outside suppliers. Depending on the size and scope of the job, the workflow may involve a single or multiple users, a few or many activities, trivial or complex data processing, single or multiple PCs, and software from a variety of manufacturers. The job output may be text, spread sheets, audio, images, or other files. Distribution may involve a printer, fax, local area network, modem, internet, or other means.

To date, office workflow automation has typically been designed to work with a number of widely used standard applications, e.g., Microsoft Word, Excel, Outlook, Exchange, or Corel WordPerfect, to name a few. Given the large number of applications available, the workflow organizer may not integrate with software that the customer has installed or wishes to use. The customer has two options: purchase a "standard" application, or pay additional fees to have the workflow program modified to work with the selected software. The backend service fees to consultants and programmers may be more expensive than the workflow software itself.

How does a large business or small home office create, manage, and update complex workflows, retrieve documents, and track time--and stay within budget?

Command!™, a patent pending Windows-based, workflow organizer, document retrieval, and time tracking system, provides the solution. This versatile program runs as a standalone or across a local or wide area network. It can be used in large or small offices and by government, business, and the professions. It can help lower information systems costs:

First, software can be assigned to different activities in the workflow. Once assigned, a system administrator can use PathPerfect™ to create and modify workflows with an easy-to-use drag-and-drop graphical user interface. Workflows that route and queue job files to specified activities can be quickly created without expensive programming.

Second, Script Tool™ can be used to automatically write macro scripts that coordinate and control workflow software. You don't have to be a programmer to use the Command!™ high level configuration tools. Complex workflows can be created in a fraction of the time normally required to write custom programs to make different pieces of software "work together" using traditional programming techniques.

Third, Command!™ works with off-the-shelf PCs, standard equipment, and mass-marketed software readily available at local computer stores. (In addition, Command!™ can also be configured to work with less commonly used specialty applications.) Most importantly, Command!™ can often be used with pre-existing hardware and software, thereby dramatically saving costs.

In the future, "take command" of your office workflow and improve your bottom line.

Revised 02.04.02. Price, availability, specifications, and terms are subject to change without notice. Custom Speech USA, Inc. trademarks are indicated. Other marks are the property of their respective owners.

We teach computers how to listen®

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