

# CHECKLIST AUTOMATION SYSTEM



Checklists are an integral component to reinforce the SOPs in a process. On an average, a process may need **100s to 1000s** of action items to be completed.

Forgetting an item of a complicated process can cost the company. Lack of a dedicated system can result in:

- Delayed processes
- Extended turn-around time/SLAs
- Non-compliance to standards
- Unnecessary paper trails

Checklists can help with:

## Workplace Safety

**2.78**

**Million Employees**

Die from workplace accidents and work-related illness.

- ✓ Workplace safety checklists identifying potential risk factors can make a workplace safer.

## Customer Retention

**32%**

**of Customers**

shun the brand after a bad customer experience.

- ✓ Periodic customer feedback surveys can transform the customer experience at every touchpoint.

## Risk and Compliance

**6-10%**

**of revenue**

goes for compliance costs to avoid penalties.

- ✓ Checklists can help adhere to compliance and with **internal audit** readiness.

## About CAS

CAS is a powerful Appian application to create checklists and surveys for a wide range of distributed activities. The application can be used for fast and easy execution of ad-hoc processes that do not require complex workflow capabilities.

## How CAS works?

Create Resuable Templates

Assign to group/ individuals

Respond to checklist with attachments

Approve/send back for changes

Tracking/ Decision making

## Key Features



Create a wide variety of checklists or surveys without requiring new Appian development



Assign scoring weightage to questions and record responses



Manage an inventory of checklist templates and import new lists from external .xlsx files



Use a single, intuitive interface to view assigned checklists, respond to, and approve them



Distribute new checklists and track checklist assignments across the organization



View reports that provide data analysis of responses across checklists and individual checklist sections for initiated, in-process, and completed checklists



Add context-relevant notes and attachments within any checklist process



Compare responses across the checklist assignments

## Use Cases

CAS is ideal for areas that require organizational adherence to predefined steps via a checklist approach such as:



### Manufacturing

Product configuration, assembly and inspection



### HR

Employee onboarding & assessments



### Marketing

Campaign kickoff checklists



### IT

Equipment inventory and maintenance checklists

Great  
Mid-size  
Workplaces

Great  
Place  
To  
Work.

INDIA  
2020



**About Vuram**  
Vuram is a hyperautomation services company that specializes in low-code enterprise automation. Since its inception in 2011, Vuram has been maintaining 100% customer success and 100% customer references. Powered by 600+ passionate people, Vuram—an HFS hot vendor (Q3 2020)—has served 125+ happy enterprise customers and has successfully built 750+ applications. In 2020, Vuram ranked 10th among the top 50 Great Mid-Size Workplaces in India certified by Great Place to Work® institute. Vuram's hyperautomation technology stack encompasses business process management (BPM), robotic process automation (RPA), optical character recognition (OCR), document processing, and analytics.

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