



White Paper

BPM and SharePoint

Choosing the Right Solution for Your Enterprise

Gain a high level comparison between Business Process Management (BPM) platforms and SharePoint to better establish the proper software fit for your enterprise. BPM solutions and SharePoint are often viewed as similar software solutions, but in turn they are both enterprise solutions with different capabilities, functionalities and core strengths. This white paper is intended to help you differentiate the two solutions and establish the best fit solution for your enterprise, whether it is a standalone BPM solution, SharePoint or layering combination of both solutions.

Table of Contents

An Introduction to BPM and SharePoint	2
The Most Cost Effective Solution	3
Intellect BPM at a Glance.....	3
When Intellect BPM is Right for your Organization:	4
SharePoint at a Glance	4
When SharePoint is Right for your Organization:	5
Conclusion.....	5
About Intellect	6

An Introduction to BPM and SharePoint

Finding the right technology for your business process enhancement initiative can be a daunting project. Organizations are presented with a variety of technology options available today, often making it difficult to pinpoint the appropriate solution to automate and optimize your business processes. Organizations often compare Business Process Management (BPM) software solutions with SharePoint, two technologies that may look similar on the surface, but have differing capabilities when it comes to automating your enterprise processes. BPM and SharePoint both have strengths when utilized as standalone solutions, but also can be used as a combined solution when appropriate for your enterprise.

BPM solutions offer a business friendly platform that enables non-coders to build enterprise apps.

When evaluating potential technology solutions, it is important to gain a clear understanding of the solution's main focus and the problems it aims to fix. BPM is focused on process automation, workflow, form automation, and reporting to achieve operational improvements. Modern cloud-based BPM solutions offer a business friendly platform that enables non-coders to build out simple to highly complex enterprise apps, with reporting

capabilities for making smarter and more timely decisions. BPM automates enterprise processes, accessible on any device, allowing critical business processes to continue at all times from any location. No coding BPM platforms, such as Intellect, have a core foundation that focuses on fast ROI while enabling business agility, which is ideal for companies with constrained or limited IT resources. Best of breed BPM solutions enable native mobile apps, allowing mobile workers to continue to perform their job function and use the app even when internet connectivity is lost. BPM solutions work with a wide variety of file types that are often associated with a business process, including images and videos taken using a mobile device. In fact, modern BPM solutions even allow for tracking changes within a document, such as a PDF file, and apply version control based on user permissions. Therefore, BPM solutions can be used for basic content and document management needs.

SharePoint is a popular enterprise tool developed by Microsoft to address content and document management needs across the enterprise. SharePoint is utilized to build intranets and portals to enable file storage, and to enhance enterprise wide sharing and basic collaboration. SharePoint's departmental collaboration capabilities primarily allow coworkers to work simultaneously on a single document, save previous versions, and track updates simultaneously. Microsoft SharePoint 2013 is the latest version of SharePoint and includes SharePoint Online, which can work together with Office 365, as well as OneDrive for work files, to enable content sharing and collaboration. SharePoint offers built-in integration with Microsoft Office, although the process of integration with external enterprise applications is not a simple task and involves complex coding modules.

SharePoint is utilized to build intranets and portals to enable file storage.

SharePoint can also be used as a basic Content Management System (CMS) for building external websites; however, SharePoint is not competitive with modern CMS solutions such as, Wordpress or CMS and marketing automation solutions like HubSpot. Applications built on SharePoint require developers and web designers that use internet standards for development, which is expensive and time consuming. This is why SharePoint has begun to offer Apps for SharePoint, which are pre-defined, ready to use out of the box apps. In a similar fashion, SharePoint can also be used for basic task management, or what is occasionally referred to as workflow management. However, SharePoint is not designed to

(nor claim to) automate, streamline and optimize collaboration and business processes like a modern BPM solution does.

The Most Cost Effective Solution

It is widely known that SharePoint requires software programmers and web designers to develop and deploy enterprise solutions, but many companies still decide to simply add on to their existing SharePoint solution. This 'add on' approach is due to the belief that it will be a simple and cost effective development. Unfortunately, most organizations find themselves in the dilemma of spending more than their established budget and or discovering they cannot fully execute their envisioned unique processes without requiring aggressive coding.

Since SharePoint requires programming, modifications are costly and time consuming, delaying the deployment and diminishing the company's potential ROI. Modern cloud-based BPM solutions, on the other hand, are designed for fast ROI and programming is not required, which makes the design, configuration, deployment and on the fly changes streamlined and efficient.

Intellect BPM at a Glance

Intellect provides a powerful BPM platform that enables everyone to innovate. Without the need for programming from design to deployment, Intellect welcomes people with varying levels of IT knowledge to build out simple to highly complex mission-critical Smart Enterprise Apps. Technical and Non-Technical minds are able to create an unlimited amount of business applications that automate hundreds of cross departmental processes. With a few simple clicks a non-technical designer can construct an enterprise app with an integrated workflow process without the need for coding or complex desktop applications such as SharePoint Designer or Visual Studio. Intellect enables complex and advanced workflow capabilities with finer control at the activity level, along with the simple implementation of sub workflows. While SharePoint offers simplistic workflow capabilities, it is not considered to be enterprise-ready.

Intellect provides a modern and intuitive user interface (UI) that makes the entire process from design to deployment collaborative and straightforward. Customizations and on the fly changes are made easy with Intellect's agile development methodology, making it an ideal solution for companies with constrained or limited IT resources that need to deploy a comprehensive enterprise business process management solution in a short timeframe. Investing in an Intelligent BPM Suite, such as Intellect, will provide your organization with a completely customizable solution to automate process standardization, streamline operations, enable and enhance visibility, develop reporting for smarter decisions, streamline collaboration, provide rapid response processes and mobilize the entire workforce.

Intellect offers many ways for the Intellect 8 BPM Platform to integrate with the third party systems in which your organization already utilized, such as ERP, CRM and other legacy enterprise applications. Intellect's application connectors allow for system to system communication through reliable access to existing data and systems. As an example, the Intellect and DocuSign connector extends your business processes beyond the documents that need a legally binding electronic signature and focuses on automating the entire transaction from start to finish. The connector enables users to have the ability to

develop enterprise wide business apps with the integration of authentication steps that require signatures all within the same process and workflow, automating and digitizing the entire process.

When Intellect BPM is Right for your Organization:

- If you are looking for a software platform that can be customized to build enterprise applications that route forms, documents and data between people in a structured workflow without the need for programming.
- You need to streamline and optimize business processes, and increase operational productivity and efficiencies.
- Your organization is looking for an intuitive solution to automate manual processes that are traditionally cumbersome, time consuming, and prone to human error.
- You are in the need of a solution that automatically notifies users on exactly what to do and when to do it, through a non-coding customizable and advanced workflow.
- You need a solution that can be used by departments across the enterprise (Operations, Finance, HR, Manufacturing, Engineering, IT, Sales and Marketing, and many more).
- The ability to customize and make changes on the fly to all enterprise applications without the need for IT expertise or programming is important.
- You need a solution that is able to easily integrate with legacy or other enterprise systems.
- You need to be able to track critical requirements and compliance at an activity level with full visibility at all steps.
- You need to achieve standardizations and reduce human errors and training time and ensure accountability.
- You need to improve customer self-service.

SharePoint at a Glance

When looking at SharePoint through the lens of a business process automation solution, the features are limited. SharePoint is not defined or designed to be a BPMS tool, and instead is a strong content management solution. At its core SharePoint is a content management system (CMS), constructed for the organization of information and content in an intranet or extranet. A majority of SharePoint's business process management functionalities are based upon Windows Workflow Foundation (WF). While it is possible to create a custom solution based on SharePoint and WF API to support BPM capabilities, it is proven to be an expensive and time consuming endeavor. After integrating SharePoint with Visual Studio, Info Path, SQL Server, Workflow Foundation, BizTalk Server and Outlook, a developer can then begin to utilize SharePoint as a BPMS tool. SharePoint truly does function best when the 'out of the box' capabilities are leveraged to the maximum and customizations are kept to the minimum.

SharePoint requires complex web service calls and or custom code to access data for basic decision logic, making unique customizations or changes on the fly a more timely and complicated process. SharePoint's workflow processes are constrained by the Site Collection boundaries. A Site Collection is made up of one top-level site and contains all of the sites below it; it is the top level of organization within a SharePoint web application. The number of site collections you can have in a single web application depends on the capacity of your server infrastructure. With SharePoint's Site Collection, there are

boundaries that cause static limits that cannot be exceeded by design. This means that in any SharePoint workflow that needs to span organizational boundaries, the Site Collections become difficult to manage and costly.

Using SharePoint outside of its intended purpose and core foundation for content management has led companies to failed attempts to implement business process management solutions within their existing infrastructure. Expanding the capabilities of SharePoint to encompass that of a BPM solution, will cause companies to spend a lot of time, money and resources to customize and develop a solution.

When SharePoint is Right for your Organization:

- When your organization is in need of a single, 'out of the box', content management solution that is governed at the local level with a clear and simple workflow.
- You are looking for a basic approval workflow. (SharePoint allows 'Power Users' to create three-state workflows out of the box. Create, collect, feedback, signature).
- An out of the box solution will encompass all of your organization needs and customization is not a priority.
- When your organization is seeking a secure collaboration and document management tool
- You are looking for a solution to automate simple processing, modeling, optimization and monitoring.
- You need a solution for content aggregation, to create intranets, business portals, and manage content.
- When your organization is in need for a powerful business intelligence tool to enhance business data.
- Tight integration with external data systems is not a necessity.

Conclusion

As presented in this white paper, modern cloud-based BPM solutions and SharePoint are both enterprise solutions that offer different core functionalities and purposes. When in the processes of evaluating solutions for your enterprise initiative, it is important to understand the basic foundation and purposes of the technology solutions presented and not assume that the solutions all have similar capabilities. Intellect and SharePoint are both strong enterprise platforms when used for their proper purpose, so it is imperative to understand the two solutions and their core objectives to determine the best fit for your organization.

About Intellect

Intellect is a leader in cloud BPM software and is focused on delivering the fastest ROI in the BPM industry. Intellect empowers everyone to innovate with Smart Enterprise Apps, ranging from simple to highly complex, mission-critical apps, without the need for programming. The app-centric Intellect 8 BPM Platform offers the industry's most business friendly and intuitive solution for connecting apps, people and processes. Intellect business apps can be deployed on the web and as a native mobile app on any iOS and Android device. Intellect works with hundreds of customers in areas including construction, financial services, healthcare, manufacturing, retail, technology, education, government, and other industries.