



Customer Snapshot | Higher Education

University of the Witwatersrand

Replacing paper documents through E-forms and automation

The University of the Witwatersrand had a specific goal in mind when it turned to authorised OnBase by Hyland solution provider, Datafinity. It wanted to replace the processes that created the manila folders taking up space on staff desks in order to improve institutional operations. With OnBase, the university found a tool that allowed it to automate formerly-manual steps and replace paper document with E-forms. This led to improvements to processes across the campus, including:

Process Highlights

- Providing a workflow system in the Research Office to collect and report on research outputs
- Automating the tracking of post-grad study milestones
- Creating an electronic form for external examiners to track findings
- Establishing a single, central location for all information surrounding a case

Impact

- Improved report accuracy, raising the number of approved submissions and increasing subsidies to the university and researchers
- Replaced paper forms with fewer E-forms and removed the need for staff to manually collect documents and track required milestones for each post-graduate student by automatically updating them in PeopleSoft
- Captures and stores information gathered by external examiners and removes the need to repeatedly fill out the same information on paper forms
- Enables the university's Law Clinic and Gender Equity Office to store all information surrounding a case in one, easy to find location – supplying an easy reference tool for reviewing cases



CUSTOMER

University of the Witwatersrand

INDUSTRY

Higher Education

SIZE

33,500 Students
6,500 Staff

LOCATION

Johannesburg, South Africa

ONBASE INTEGRATIONS

Oracle PeopleSoft

DEPARTMENTS USING ONBASE

Research Office
Gender Equity Office
Postgraduate School
Registrar's Office
Procurement

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One platform **Unlimited potential**