Choose a workflow engine. Not a 'work slow' engine.

A look at how PageMajik's workflow engine can maximize the efficiency of each of your publishing projects...

One of the interesting aspects of PageMajik is its built-in workflow engine.

Before we get to the specifics, a look at **what a workflow is**…

A workflow is a sequence of tasks that need to be completed in a particular preset order to arrive at a desired objective. The steps involved in processing of data from its raw to complete stage is a good example of a workflow. Quite often, this sequence of tasks need to be repeated on a regular basis and hence the need arose to automate it, so time, money and human resources could be conserved. An effective workflow is one in which, once the process begins, one or more activities are in motion at any point of time until the goal is reached.

This is what a **standard workflow** is like…

A standard workflow, in the case of a book, starts with a manuscript in word. The first step is to decide if new template needs to be created or if the existing template will suffice. (If it's a series, some of the customers have a series of books, all of which follow the same template.)

The next step sees the word file put through StyleFinder, which is the AI Engine, for conventional copy editing. Once it is copy edited, the copy editor will correct whatever the AI has missed and make sure that the word file is ready for design.

As mentioned before, the design stage in InDesign involves an existing design or a new design created specifically for the book. The designer's template is uploaded into PageMajik and the structured Word document is automatically formatted to the layout. Since the designer receives a nearly well-formatted layout, his/ her inputs are limited to just aesthetics and conformance to good pagination practices. The pages are then run through a proofing cycle, which is again well-facilitated by PageMajik, until the manuscript is ready to be published.

The file's progress from one step to the next is automatically tracked by the workflow engine. Individuals, depending on their role in the workflow, can perform workflow-based tasks at the appropriate stage of the workflow.

When you check your workflow status, you will see the tasks that are to be performed by you. You can choose to assign the task to another person in your team with a single click. On the other hand, if you wish to execute the task yourself, all it takes is a couple of clicks to perform the task and send the updated version back into the system.

How are these files assigned?

Individuals just need to go to their workflow view and choose a file from their "bucket" to start their work or even reassign it to someone else on their team.

It is an easy way to determine what you need to do and what you need to work with.

Normally, 90% of our users need to only access this screen to perform all their tasks. They don't have to worry about a file being completed. There are no emails to to be exchanged either.

Massive savings in time

When a manuscript is logged into PageMajik, a report on the various elements, like figures, citations, footnotes, etc., can be generated.

For any preferred sequence of tasks, however sketchy/abstract this might be, PageMajik can revert with a list of things that can be handled automatically by PageMajik, and the person who's checking it can take it from there and spend less amount of time than he/she would otherwise.

The benefits of a built-in workflow engine?

They're numerous. Here are some, for starters…

1. Increases efficiency in process by empowering roles with more information/more accurate information
2. Enables role players to work on more files or spend more quality time on files
3. Increases efficiency in information exchange
4. Removes repetitious tasks in the workflow; e.g., people do not have to fill out the same information multiple times.

Want to know more about how you can benefit from PageMajik's in-built workflow engine? Contact us for more information or for a demo, right away!