Project Endeavor
Improving U.S. Global Competitiveness

A ScerIS Corporate Social Responsibility Initiative

One Platform – Infinite Uses – One Dollar

Contents

PROJECT ENDEAVOR PRESIDENT'S MESSAGE

I'm Jim Walckner, ScerIS President & CEO of ScerIS. If you're wondering what was behind the creation of Project Endeavor, you'll find the answer below.

What got me going initially was my concern about what's happening in our country with debt, entitlement programs and global competitiveness. It came to me that my company could help U.S.-based organizations achieve increased levels of financial performance while reducing their dependencies on natural resources. The resulting impact on U.S. businesses and government entities could improve U.S. global competitiveness; perhaps even have a very significant impact.

Leading up to Project Endeavor, there's a lot of information that heightened my awareness about a declining situation here at home in the U.S. Here is a partial list of my concerns:

- The decline in U.S. global competitiveness from 1st place to 7th place in just 5 years according to the World Economic Forum.
- The still-high unemployment rate that doesn't even include people that have stopped looking for work and people that have only returned to part-time work.
- The anticipation of a coming fiscal cliff starting in January, 2013 and the ongoing issues of an unbalanced federal budget.
- The number of people receiving government-backed food stamps and the number of people in some entitlement programs. And a bigger concern is the number of veterans, the disabled and seniors who don't get the benefits they've earned.
- Learning that China has already surpassed the U.S. in GNP and is the world's #1 car maker, #1 manufacturer, #1 mine operator and #1 exporter with an economic growth rate of 9.2% versus our 1.7%. In just a couple years we won't even be a close second in GNP.
- China has no debt. The U.S. has $16+ trillion in debt (with a significant amount owed to China), and $145 trillion if you include other obligations like Medicare, obligations to veterans, pensions, etc.
- China has $3.2 trillion in cash and the U.S. has about $132 billion.
- And there's so much more…

Are you concerned? I am. But even with what I've written above involving China, my issue isn't with China, it's with the U.S. It's our collective job to maintain our strength and leadership, and the competitiveness of our country in a global setting. It's also our collective job to maintain a reasonable standard of living for the people in the U.S. We can't accomplish any of this with rising debt, fraudulent participation in government programs and ineffective programs that don't take care of our very best people, like our vets and seniors.

So, Project Endeavor is born and is my pet project. One of the meanings of "endeavor" is to take bold action. Promoting the licensing of one of our most comprehensive technology platforms for use by thousands of businesses and their employees, and offering over $28, 000 of software product licenses for $1 to help make this a reality for thousands of businesses and government entities is, to me, a bold undertaking. But more important than this offer are the results achieved by our clients that use this technology platform to create multiple solutions that are rapidly designed, developed and deployed. These self-developed solutions:

- Improve employee productivity
- Improve employee job satisfaction
- Improve financial performance
- Reduce consumption of natural resources
- Help the U.S. increase its competitiveness globally

This is a Win – Win – Win – Win – Win

So, this is what we are doing to make a contribution to the financial health of our nation. I've asked a senior member of my staff to manage this initiative on a full time basis, and that's Dan Furbush.

If you find value in the technology platform offered as a part of the Project Endeavor initiative, then get your folks trained so that they can manage the design and deployment of lots of solutions that will benefit your organization.

Jim Walckner
President and CEO

ABOUT PROJECT ENDEAVOR

Endeavor – To Take Bold Action

Project Endeavor began as the result of concerns expressed by ScerIS's CEO regarding the decline in U.S. global competitiveness from 1st place to 7th place which occurred in 5 short years from 2008 through 2012 per information reported by the World Economic Forum. Subsequent additional research helped him reach a decision to put ScerIS on a course to impact the financial well-being of businesses and government entities nationwide in an effort to help create a healthier U.S. marketplace and improved U.S. global competitiveness.

Project Endeavor is a clear demonstration of ScerIS's corporate social responsibilities and the commitment it's made to employers, employees and their family members throughout the U.S. Unlike internal sustainability projects at ScerIS, Project Endeavor is intended to have an impact on organizations throughout the U.S. and well outside the corporate borders of ScerIS. The Project intends to equip businesses and government entities with technology platforms that help achieve increased levels of self-sufficiency and bring enormous internal control to each organization with regards to work process optimization. The benefits to both financial results and to the many employees affected by better work processes and improved work environments are measurable and authentic.

To accomplish this through Project Endeavor, ScerIS is awarding over $280,000,000 in software licenses providing the platform on which thousands of work processes can be optimized. The resulting optimized processes are expected to contribute over $1B in financial benefits to businesses and government entities annually. Putting this in the terms used in Washington, DC where revenues and cost reductions are regularly expressed in 10 year increments, this program has the potential to improve financial results by $10B over 10 years, without an Act of Congress.

To talk with a Project Team Member about how your business or government entity might benefit from Project Endeavor, either:
1. Submit a request for contact
2. Call **978-218-5000** and ask for the **Project Endeavor Program Office**

PROJECT ENDEAVOR TECHNOLOGY

The technology offered in Project Endeavor is mature and highly customizable. It features comprehensive rapid solution development and deployment providing for hundreds of solutions, each solution designed to meet the exact requirements of your organization.

ScerIS technologies are programmed to bring the quality and control of solutions designed and deployed back to information management and the user. They provide for flexibility in solution design, development and deployment, training and ultimate use.

ScerIS technologies replace manual work processes or create complete point to point solutions with host system integration. These technologies offer an environment that replaces orphan systems, paper forms and manual workflows while reducing costs and improving productivity.

The ScerIS technologies offered in Project Endeavor include the following:

- **ScerIS/WPS – Work Process Management Application** – WPMA is the "home page" of each user. WPMA provides a work queue where in-process forms can be staged or selected for completion. Interfaces can be selected and completed, integrated to host databases and be electronically or digitally signed. WPMA provides for routing, collaboration and approvals and completed transactions are archived to the Content Repository Application as the final step in an electronic and efficient business process. Additionally, users are notified by email when they have new work transactions assigned to their work queue.

- **ScerIS/WPS – Design Application** – The environment for creating solution dialog boxes and online E-forms (the interfaces). This design environment includes basic, advanced and signature controls that are used to create a multitude of interfaces.

- **ScerIS/DMS – Content Repository Application** – Upon completion of the electronic work process, the interface and its content (XML) is archived in the content repository along with any supporting documents (either scanned or attached to the online transaction). Data from completed transactions can be repurposed for any reason and images of forms and supporting documents to forms are retrievable at the desktop using powerful search criteria leveraging data values from the online transaction, not just file names. The host system

integration feature allows you to customize data imports from interface content to the specification of each individual host and transaction type.

- **ScerIS – Security Application** – The ScerIS Authorization Application allows you to personalize access to online GUIs, E-forms, software applications and solutions, and provides granular permissions for users of the platform.

ScerIS/WPS – WORK PROCESS SYSTEMS

ScerIS/WPS provides the platform on which hundreds of solutions are created, including E-forms and other interfaces with host system integration and provides for work management activities and the integration of offline and online processes.

The Project Endeavor offer includes ScerIS/WPS – Work Process Management Application and ScerIS/WPS – Design Application.

ScerIS/WPS – Work Process Management Application (WPMA)

The "home page" of each user, WPMA provides a work queue where interfaces (E-forms) can be completed, electronically signed, routed for review, collaboration, approval or archived as the final step in an electronic, efficient and audit-able business process. Users are notified via email when they have work to perform and content provided by a user is bound to a signature to maintain data integrity. Work Queues are personalized by user for the way in which they work with tabbed pages representing different E-forms/Interface classes or Favorites.

An in process E-form (aka: eDocument) is routed using ad hoc, rules based or hybrid rules and also allows users to add notes, supporting documents, emails, videos, audio files or anything else in support of the eDocument.

Notifications are made by email about new work in work queues or for work escalations.

Electronic signatures are bound via encryption to the data on the eDocument. Have an unlimited number of signatures per form and use your Windows credentials to sign, or alternatively integrate signature pads into eDocuments requiring signatures of external clients. Windows authentication is used to apply an electronic signature.

The completion of a work process transaction involves the commitment of the eDocument to the Content Repository where it is automatically paginated for human viewable ease and indexed for retrieval in the Content Repository.

ScerIS/WPS – Design Application

In ScerIS/WPS the electronic form and other online interfaces (GUI's) that may be part of a personalized solution are developed using the *ScerIS/WPS Design Application (Designer)*. Designer provides predefined *basic* custom controls, predefined *advanced* custom controls, electronic and digital signature controls, an extensive array of control properties and templates to facilitate rapid and easy prototyping, testing and deployment of GUI's.

A Designer GUI is the online presentation *within* which information is presented, collected and shared. Data is leveraged, enhanced and validated through the use of database look-ups, dynamic selection lists, time and date controls, spell check, conditional rules and dynamic elements. The use of electronic and digital signatures allows for secure and verifiable processes. Some Designer GUI's might just be simple E-forms but most implementations use these interfaces dynamically to help you *accomplish more with less.*

The Designer GUI is the foundation of a comprehensive solution when used in conjunction with a data dictionary (for managing all data elements for the interface and across solutions) combined with a clear understanding of data definitions and requirements.

ScerIS/WPS USES & APPLICATIONS

Below you will find examples of the E-forms and other interfaces applicable to ScerIS/WPS in three different sections. Please click the link in the desired section to see the many possibilities.

Examples of Department Solutions

Payroll
- Time Entry – Exempt Employee
- Time Entry – Non Exempt Employee
- Request for Vacation Time-Off
- Family Leave / Medical Leave Request
- Request for Court Leave
- Request for Leave Without Pay
- Request for Military Leave
- Request for Administrative Leave
- Request for Sick Leave Pool Hours
- Return to Work Status
- Request for Attendance Summary
- Request for Bereavement Leave
- Request Copy of W-2
- Request Copy of Pay Stub
- Request Review of Pay Calculation
- Departmental Payroll Voucher
- Authorization to Work and Pay Differential
- Shift Differential Pay Request and Authorization
- Overtime Request and Authorization
- Federal Withholding Change
- State Withholding Change
- Benefits Change
- Beneficiary Change
- Bonus Pay Authorization
- Savings Payroll Deduction
- Request for Self Pay Coverage
- 401K Enrollment
- 401K Change
- U.S. Savings Bond Payroll Authorization

- Authorization for Direct Deposit
- Flexible Spending Account Enrollment
- Flexible Spending Account Waiver
- Flexible Spending Claim
- Authorize Release of Information
- Check Cancellation and Replacement Request
- Employee Change of Home Address
- Tuition Assistance Reimbursement

Accounts Payable
- Check Request
- Request for Travel Advance
- T&E Expense Report
- Customer Refund Request
- Returned Goods – Debit Memo Request
- Request Change in Invoice Account Coding
- Request for Expedited Payment
- Request to Delay a Payment
- Distributed Vendor Invoice Entry with Invoice Submission
- Request for Vendor Invoice Copy
- Request for Check Copy
- Request for T&E Expense Report for Customer Reimbursed Expenses
- Request for Vendor ID
- Request Invoices for State Use Tax Audit
- Request Invoices for External Auditors
- Lost/stolen Credit Card Notification
- Lost/stolen P-Card Notification

- Electronic Funds Transfer (EFT) Authorization
- Request for a Domestic Wire Transfer
- Request for an International Wire Transfer
- W-9 Receipt Acknowledgement
- W-8BEN Receipt Acknowledgement
- Request for Lodging Exception
- Mileage Log
- Currency Conversion Calculator

Human Resources
- I-9 Employment Eligibility Verification
- W-4
- W-2 Replacement Request
- Application
- Performance Review
- Confidentiality Agreement
- Code of Ethics
- Use of Company Assets Acknowledgement
- Counseling Record for Disciplinary Action
- Discipline Warning
- Disability Accommodation Request
- Exit Interview

- Employee Handbook Acknowledgement of Receipt
- Checklist – New Employee
- Checklist – Direct Hire Temporary Employee
- Checklist – Transferring Employee
- Family and Medical Leave Notice
- Health and Safety Review
- Hiring Process
- Telephone Interview/Phone Screen
- Interview – Required Information
- Internal Job Application
- Job Candidate Evaluation
- Job Offer
- Reference Check
- Performance Development Plan
- Personnel File Access Request
- Progressive Discipline Warning
- Request to Initiate Layoff
- Shared Leave – Request to Donate
- Shared Leave – Request to Receive
- Request to Place Help Wanted Ad
- Request to Hire Placement Agency
- Incident Report
- Termination Checklist
- Appreciation Recognition Authorization

Examples of Cross-Industry Solutions

Finance/Accounting
- Accounts Payable (See Detail Opportunities)
- Accounts Receivable
- Payroll / Time & Attendance (See Detail Opportunities)
- Treasury
- Budgeting
- Forecasting
- Reporting
- Shared Services Environments
- Distributed Service Environments

Administration
- Board of Director Minutes
- Corporate Records
- Policies & Procedures
- Legal
- Mergers & Acquisitions
- Credit and Collections
- Credit Files
- Credit Scoring & Authorization
- Billback or Chargeback Management
- Claims Management
- Tax Exemption Management

Facilities Management
- Equipment Maintenance
- Request for Service
- Work Order Management
- Contractor Management
- Request for Proposals

Human Resources
- Employee Records (See Detail Opportunities)
- Insurance
- HR Surveys
- HR Vendor Management
- Incident / Accident Reporting
- Workers Compensation Management
- Awards & Recognitions
- Employee Training
- Employee Termination
- New Hire Management

Information Technology
- Move/Add/Change Work Order Management
- IT Capital Requests / Management
- IT Training Programs
- Information Security
- Help Desk
- Account and Access Management
- Desktop Management

Examples of Industry-Specific Solutions

Banking
- Deposit Operations & Item Processing
- Mortgages and Loans
- Customer Records
- Safety Deposit Box Management
- Lockbox Operations
- Trust Department
- Compliance and Risk Management
- Account Management & eSignature Cards

- Project Management
- Web Master – Content Management

Marketing
- Marketing Requests
- Travel Show Management
- Advertising
- Contractor Management
- Program Management

Purchasing/Materials Management
- Purchase Requisitions
- Vendor Approval Processes
- Contract Management
- Purchase Management
- RFP Management

Quality Assurance
- Quality Control
- Failure Testing
- Quality Improvement Plans
- Inspection Processes
- Test Plans

Sales & Support
- Order Management
- Sales Management
- Proposal Reviews & Approvals
- Sample Product / Materials Request

Communications
- Order Processing
- Work Order Management
- Customer Files
- Advertising / Sales / Contract Management
- Warranty Services
- Customer Support

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Distribution
- Billback Management / Debit Management
- Price Protection Requests
- Claims Management
- Returns Management
- Return Authorizations
- Fleet Maintenance Records
- Driver Records

Architecture, Engineering & Construction
- Job File Management
- Materials and Purchasing
- Equipment Maintenance and Repair
- Managing ECNs
- Contract Management
- Permit Management
- Mobile Workforce Enablement
- Site Inspections
- Safety Management

Financial Services
- Customer Files
- Stock Transfer Authorizations
- Asset Management
- Portfolio Management
- Real Estate Management
- Affinity Program Dealer / Broker Management
- Credit Markets and Money Markets
- Municipal Securities Management
- Risk Management
- Investigations

Government
- Licensing, Permits and Registration
- Agency Work Processes
- Student Records Management
- Customer Support
- Work Orders
- Maintenance Services
- Vehicle/Fleet Management Records

- Federal/State/Municipality Work Processes
- Public Administration
- Pension Management

Healthcare
- Medical Records
- Laboratory and Accessioning
- Radiology Records
- Pharmacy Records
- Blood and Organ Data Management
- Patient Financial Services
- Communication (Patients, Payers, Others)
- Credentialing
- Transportation Management (In house)
- Patient Registration/Intake
- Free Care Management
- Emergency Department
- RAC Audits
- Audit Preparation
- PPD Management
- Patient Surveys
- Professional Development
- Real Estate Management

Insurance
- Underwriting
- Claims Management
- Reinsurance
- Agency/Broker Management
- Policy Services

Life Sciences
- Product Life-cycle
- Chemistry/Bio Data Management
- Clinical Investigators
- Clinical Trials / Subject Enrollment
- Patient Data

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Manufacturing
- Product Development / Engineering
- Engineering Change Notice
- Materials Requirements
- Supply Chain
- Production Management
- Quality Control
- Equipment Maintenance
- Managing RFQs
- Warranty
- Safety Programs
- Waste Disposal

Not-For-Profit
- Membership
- Grant Management
- Donor Management
- Client Record Management

Professional Services
- Client Services Management
- Project Management
- Contract Management
- Order Management

Retail
- Chargeback Management
- Contract Management
- Real Estate Management
- Advertising Management
- Merchandising

Tourism, Hospitality & Leisure
- Tour Management
- Sales & Marketing
- Contract Management

Transportation
- Fleet Maintenance/Management
- Driver Records Management
- Delivery Services

ScerIS/DMS – CONTENT REPOSITORY

The Content Repository allows for the storage of source files consisting of scanned documents, files from any source (.doc, .xls, .dcm, .jpg, .txt, .dwg, etc.) and graphical renditions of a completed transaction from the work process environment, all indexed to enrich the user's experience when searching for content and matching documents or files.

Documents are stored by classification with content specific indexing. Documents can be retrieved from basic, advanced and multi-class searches, displayed in list or tabbed views, exported, printed, emailed or faxed directly at the desktop. Advanced features provide significant improvements to manual work processes.

The Content Repository serves WPMA with a secure environment for documents supporting work process transactions. The Content Repository is the place to host, secure and access any critical document in your enterprise

Project Endeavor provides for the first user license of the ScerIS/DMS – Content Repository, which can support multiple users in the ScerIS/WPS environment.

PROJECT ENDEAVOR OFFER

By now you have probably read all of the information about what Project Endeavor is, who ScerIS is and why we are doing what we are doing. The "what" is the Project Endeavor offer outlined below.

Project Endeavor is designed to encourage businesses and government entities to take advantage of the special licensing and training offer in order to receive the significant and wide ranging benefits available as the result of deploying many solutions from this technology platform.

THE PROJECT ENDEAVOR OFFER:

Item Description	Retail Cost	Project Endeavor Cost
Enterprise Licenses of ScerIS Work Process Systems E-forms & Workflow Module – 50 users	$20,375.00	$1.00
ScerIS Document Management System for Document Archive and Retrieval – 1 user	$3,995.00	Included
ScerIS/WPS e-Forms Designer with Controls – 1 user	$795.00	Included
ScerIS AutoRun	$2,995.00	Included
Software Installation by ScerIS Professional Services Staff	$2,000.00	$2,000.00
40 Hours Classroom Training with Testing and Certification	$3,000.00	$3,000.00
Technical Support - 10 Hours	$2,000.00	$2,000.00
Annual Software Maintenance (based on software retail cost)1	$5,068.80	$5,068.80
Total Cost	**$40,228.80**	**$12,069.80**

1 Organizations with fewer than 50 employees will be awarded fewer licenses resulting in reduced Annual Software Maintenance costs. For details ask a representative of the Project Office. Current clients wishing to take advantage of the Project Endeavor offer, please call the Project Endeavor office for details.

PROJECT ENDEAVOR RULES

Mission: The ScerIS Initiative to Strengthen U.S. Global Competitiveness – Project Endeavor is an effort put forth to increase awareness of the challenges the U.S faces in global competitiveness and the important role that businesses and government entities play to help increase productivity and the resulting improvement to U.S. competitiveness in a global community. As evidence of this commitment, ScerIS will provide software licenses to eligible businesses and government entities for their use. These **Project Rules** govern the Project and set forth the terms and conditions between you and ScerIS.

What is the Project?
ScerIS has designated that licenses of its ScerIS/WPS (Work Process Systems) and ScerIS/DMS (Document Management System) software modules be awarded to businesses and government entities deemed eligible under this Project and that the number of awarded licenses be based on the following:

- ScerIS/WPS – Interface Designer Application – One (1) Named User License including controls used for the development of online interfaces, including but not limited to basic controls, advanced controls and signature controls.
- ScerIS/WPS – Work Process Management Application (WPMA) – Fifty (50) Named User License for organizations with 50 or more employees, or a number of licenses equaling the total number of employees in an organization with fewer than 50 employees. WPMA provides for the management of work in an individual's work queue, routing of work and the selection of interfaces available to the user for online completion.
- ScerIS/DMS – Document Repository Module – One (1) Named User License for the storage of online documents supporting WPMA work, online storage of other documents, retrieval of documents in the WPMA environment supporting online interfaces.
- ScerIS/AUTH – Enterprise usage of the ScerIS User Authorization service in which user privileges and rights are managed.

Who may apply for the Software?
A business or government entity that meets the following requirements may apply.

To be eligible a business must:

- be a for-profit or not-for-profit organization organized and resident in the fifty (50) United States or the District of Columbia
- have been actively engaged in its current business activity for at least two (2) consecutive years immediately preceding their request for software licenses offered under this program
- have a valid employer identification number or taxpayer identification number and
- produce evidence of the foregoing upon request

To be eligible a government entity must:

- be a federal, state, county or municipality within the fifty (50) United States or the District of Columbia

A business will <u>not be eligible</u> if, among other things, it or any of its owners, management or affiliated organizations:

- disparage or denigrate (in writing or otherwise) any race, age, gender, disability, sexual orientation, ethnicity, religion, political orientation, national origin, citizenship, ancestry, marital status, veteran status or mental or physical disability or condition or otherwise discriminates (in an exclusionary way) against any of those groups based solely on being classified as fitting into those groups
- disparage, denigrate (in writing or otherwise), or act by means of adversarial or confrontational tactics to impact a product, service, person, industry, or organization
- conduct itself in an unsportsmanlike or inappropriate manner
- violate these Project Rules

How does a business or government entity apply for the Software?
If you wish to license ScerIS/WPS software according to the terms and conditions of this project, you must do the following:

- complete the Enrollment form by providing your business/entity name and other information as requested
- read and agree to these Project Rules with the intent to be bound by its terms
- be deemed eligible by ScerIS in its sole discretion
- complete and submit your Software License and Maintenance Agreement and
- complete Training and Tuition Fee Agreement

What does the enrollment require?

In the Enrollment form, you will be asked to provide, at a minimum, the following information:

- business/entity name
- contact name
- contact title
- contact business email
- contact phone number
- business entity type (e.g., sole proprietor, partnership, corporation, government entity) and state of domicile
- years in business
- purpose of business
- number of employees
- a paragraph outlining your planned initial use of the Project Software and
- such other information requested by ScerIS to verify eligibility in accordance with the Project Rules

Important notice concerning enrollment content.

The following information may be posted on the Project Website by ScerIS:

- Business/government entity name
- Icon (based on industry)
- Address
- Tag-line of up to 150 characters, a key message for companies and government entities considering the Project, which may be based on your description for intended use or other information you submit as part of your Enrollment

All Enrollment information may also be disclosed to the public (including by posting on the Project Website) in connection with the Project and will not be held in confidence. Do not include any confidential, proprietary, competitive or trade secret information you wish to keep confidential. Content will not be kept confidential even if you designate it as confidential in your Enrollment form. You have an affirmative obligation to notify Project administrators if any of the application content has changed or is untrue. You must email ScerIS at PEoffice@sceris.com.

How the software awards will be made: conditions.

Potential Project Endeavor software recipients will be notified by letter 0r email. A **Software License and Maintenance Agreement**, which will contain the terms under which the software is licensed and a **Training Services Agreement** which will contain the software training agenda, with testing and certification requirements will be delivered electronically and must be agreed to and signed by the Project Endeavor recipient and returned to ScerIS within fifteen (15) business days as a condition to receiving the Project Award. ScerIS reserves the right to require additional documentation from the potential Recipient to confirm eligibility to receive the award or to conduct additional research or investigation regarding any information submitted in connection with an Enrollment form.

Tax liability.

Payment of Federal, State, County and Local taxes and fees due, if any, are the sole responsibility of the Recipient.

Release and indemnity.

Release: You release ScerIS, and its affiliates, subsidiaries, officers, directors, agents, employees, service providers, and all others associated with the development and execution of the Project, from any and all liability with respect to, or in any way arising from, the Project, including, but not limited to, any suspension, modification or cancellation of the Project, content received or posted, and/or acceptance or use of the software awarded and training provided.

Indemnity: By participating in the Project, you agree to indemnify, defend and hold harmless ScerIS, and each of its agents, service providers and their respective parents, and its and their subsidiaries, affiliates, successors, licensees, and assigns, and each of their directors, officers, agents, equity holders and employees, from and against any and all claims, losses, costs, damages, liabilities and costs and expenses (including reasonable attorneys' fees and costs) which arise out of your efforts to participate or your participation in the Project or any breach of the Project Rules.

PROJECT ENDEAVOR ENROLLMENT FORM (All fields required)

Company Name _____

Address1 _____

Address2 _____

City _____

State _____   Zip_____

Contact First Name _____

Contact Last Name _____

Title _____

Phone _____   Email _____

Number of Company Locations _____   Years in Business _____

Number of Employees   FTE's _____   PTE's _____

Intended Use of the Software

_____

_____

_____

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_____

PROJECT ENDEAVOR FAQ's

What Is Project Endeavor?

Project Endeavor is a ScerIS-sponsored initiative aimed at strengthening U.S. global competitiveness, conceived and created by ScerIS President and CEO, Jim Walckner, with a very simple and specific goal: Help U.S. businesses and government entities become more self-sufficient, and by way of work process optimizations achieve heightened levels of financial performance. One major feature is the licensing of $28,000 of productivity platform software for $1.00.

Who Can Participate?

Any U.S. company, for profit or not-for-profit and U.S. government entities, no matter their size can participate. Foreign-owned U.S. locations or subsidiaries can license the technology for use in the U.S. Current clients of ScerIS can also take advantage of the offer to either initiate or expand their use of ScerIS/WPS, the underlying technology platform.

Are There Any Costs?

The Project Endeavor offer includes software licensing for the interface development controls (for 1 user) for designing applications and e-Form interfaces; work process management application (for 50 named users) where users can select their work and manage their work-in-process; and content repository (1 named user). The software licensing has a value in excess of $28,000. This software is licensed to organizations for $1. For organizations with fewer than 50 employees, a license may be procured of less than 50 named users. Other costs include annual software maintenance, software installation services and a comprehensive training program with over 40 hours of classroom, instructor-based training. The total of the other initial costs is $12,069.80

What About Training?

40 hours of classroom, instructor-based training is provided. Instruction is provided for: solution design considerations, including the development of solution data dictionaries; system

configurations and the software components of the platform; use of WPS Interface Designer Application for basic, advanced and signature controls; administration of the WPS Work Process Management Application used for individual online work queues; establishing user privileges in ScerIS Authorization Services; and the use of the online Document Repository.

What Resources Are Available After Training?

In addition to the training provided, you will have access to training videos. If following review of these videos you still require support for any problems, we are here to help. Software maintenance is provided with your purchase for any issues caused by any of the software applications and entitles you to either a patch or updated software (refer to software license agreement). For general support and assistance in developing interfaces, a support pack for 10 hours of support is included with your purchase. Your use of time on this support pack is decremented minute by minute with no minimums. It's a great way to purchase and receive support for non-software related needs.

I Am A Current ScerIS/WPS User. How Do I Take Advantage Of Project Endeavor?

Existing clients of ScerIS can take advantage of the offer to either initiate the use of or expand their current use of ScerIS/WPS. The same offer of 50 enterprise user licenses is available to ScerIS clients. If you paid for your original licenses, we will provide the next fifty licenses for $1. This only applies to enterprise licenses, not project-based or limited-use licenses.

Why Would You License Software For One Dollar?

In the spirit of Corporate Social Responsibility, CEO Jim Walckner is trying to assist all American companies and government entities in strengthening their organizations. If your organization benefits from the program, your employees, vendors and customers will also benefit. Another benefit of this initiative is that environmental sustainability is positively affected through the elimination of paper in the workplace.

How Do I Enroll?

Simply fill out the Project Endeavor enrollment form and the Program Director or someone from the Program Office will be in contact within 24 hours in order to facilitate your participation.

What Happens If You Go Out of Business?

ScerIS has been in business since 1993, is debt-free and profitable. All growth has been organic and internally financed so a business cessation is highly unlikely. But for an additional cost your company can escrow the source code of ScerIS/WPS with our software escrow agent.

What Hardware and Software Do I Need to Install and Run the Software?

The ScerIS/WPS and DMS software applications run on server class machines, often virtualized. The current minimum system recommendations include: 1. operating system is Server 2008 R2 x64, 2. the recommended database is SQL Server 2008 R2 Standard, 3. CPU clock speed, # of processors and memory are based on simultaneous users and type of use. For a more complete description please refer to *Software and Hardware Requirements*. Systems can be set up for more basic operation including the use of the free version of SQL – SQL Express.

What Happens If I Don't Pay Annual Maintenance?

The ScerIS software applications included in this offer are receiving new features and enhancements which are being released in newer software versions. These new features and enhancements are yours at no charge if you are current on your software maintenance payment. If you are not, the software will not be usable 30 days after your maintenance renewal date.

What Reporting Capabilities Does WPS Have?

Because WPS is built on the SQL Server platform, all reporting capability is native to SQL Server Reporting Services. If you do not have the expertise in SSRS, we can provide you with either training or with report writing services.

Can I Try The Software Before I License It?

There are no provisions for a pilot or trial installation of the software. Software is acquired in this model and other ScerIS purchase models after your investigation of its usefulness for the purposes intended, which are a decision only you can make.

Are There Agreements That I Need to Sign?

There are agreements to sign including a Software License and Maintenance Agreement and Training Services Agreement. The Project Director can address any questions you have with these agreements.

BENEFITS OF PROJECT ENDEAVOR

Project Endeavor equips businesses and government entities with time saving technologies that help them achieve work process optimizations throughout their organizations. Process optimizations resulting from the use of ScerIS technology platforms provide improved financial results, reduced consumption of natural resources and improved employee morale.

Project Endeavor targets $10B in improved financial results and the measurable and significant improvement of U.S. global competitiveness. With an easily achievable goal of $2,000 per employee annually in financial benefits, some targeted work process optimizations produce benefits as high as $20,000 per employee. In these cases, the software licensing for 50 users and training offered through Project Endeavor is providing bottom line improvements equaling $1,000,000 annually. For examples, please contact the Project Endeavor Program Office.

Financial Benefits

Some organizations think that "going paperless" means scanning paper just to store it. That same mistaken impression extends to an understanding that workflow has something to do with email.

Our clients believe they are best served by eliminating paper at the source and that's really what "going paperless" means to them. Internal work processes that are paperless contribute significantly to organizational efficiencies.

Work processes between organizations and their customers and their vendors that are paperless eliminate other internal costs that have been a core part of accounting, purchasing, sales and other departmental activities for centuries. Current manual activity results in maintaining higher than needed costs in every one of these areas and restricts employees from making greater contributions to their employer's financial well-being, which means their financial well-being also.

Project Endeavor is helping organizations go paperless where possible and enhance work processes that start with paper in other areas. Transitioning your organization to the use of online electronic forms as well as creating other online interfaces has an enormous cost-savings potential. For example, the cost of filling out a paper form, routing it through the manual work cycle and ultimately filing it ranges from $12.00 to $62.00 per use of the form. Electronic forms/interface-

based communications can reduce the cost of that transaction to under $4.00 providing up to $58.00 in savings for each occurrence/use of the E-form or interface.

But as much as cost reductions can add up, the larger financial impact for companies is in finding new financial benefits in individual transactions. Organizations that continue to evaluate the "average cost" of work transactions without considering the "lost benefit" of the transactions in basic A-B-C analyses will continue to lose as much as $20,000 per transaction. This represents a loss of income that could have been addressed with nearly zero cost. These losses are caused by delays in total work cycle time due to manual processes offering no insight to pending work. For examples of these savings opportunities, just call the Project Endeavor Program Office.

Operational Benefits

People are the primary beneficiaries of Project Endeavor based solutions. Increased productivity and contribution leading to enhanced job satisfaction and increased earnings are the tangible advantages to people who help their employer's experience the effects of work process optimizations. A sense of greater contribution and personal accomplishment are the results of a human-centric endeavor.

Environmental Benefits

Although the technologies offered by Project Endeavor provide for any kind of electronic interface, one very direct benefit of the technology is the direct replacement of general paper usage and paper-based forms with electronic online forms/interfaces.

Over 185 million trees are harvested annually for the production of paper. Today, even with recycling efforts, paper makes up over 25% of the garbage ending up in our landfills.

Harvesting just 1 million trees for paper production results in:

- 116,000 of CO_2 being emitted,
- 791,000,000 gallons of waste water created
- 137,500 cubic yards of landfill space once the fibers can no longer be recycled
- Decomposed matter producing between 4,000 and 6,000 tons of CH_4 (methane) which is 20 times more potent than greenhouse gases

Alternatively, 1 million standing trees:

- Provides 130,000 tons of oxygen
- Removes 1,120 tons of pollutants from the air
- Stores 13,000 tons of carbon
- Absorbs 1,925,000,000 gallons of storm water annually, reducing flooding, erosion and pollution
- Are an integral element of local and global habitat conservation and ecosystems

According to the USDA Forest Service, trees are a critically important part of our eco-system. The Forest Service has quantified the value of trees in our eco-system and shows that 1 million trees in the span of one year generate:

- $ 625,000,000 worth of oxygen,
- $1,240,000,000 worth of air pollution control,
- $ 750,000,000 worth of recycled water, and
- $ 625,000,000 worth of soil erosion prevention.

The use of ScerIS technologies offered through Project Endeavor hold the potential to significantly impact our consumption of natural resources and the resulting negative results of our continuing use of paper in inefficient business processes.

CONSUME LESS – PLEASE

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