Let's put your processes on autopilot.
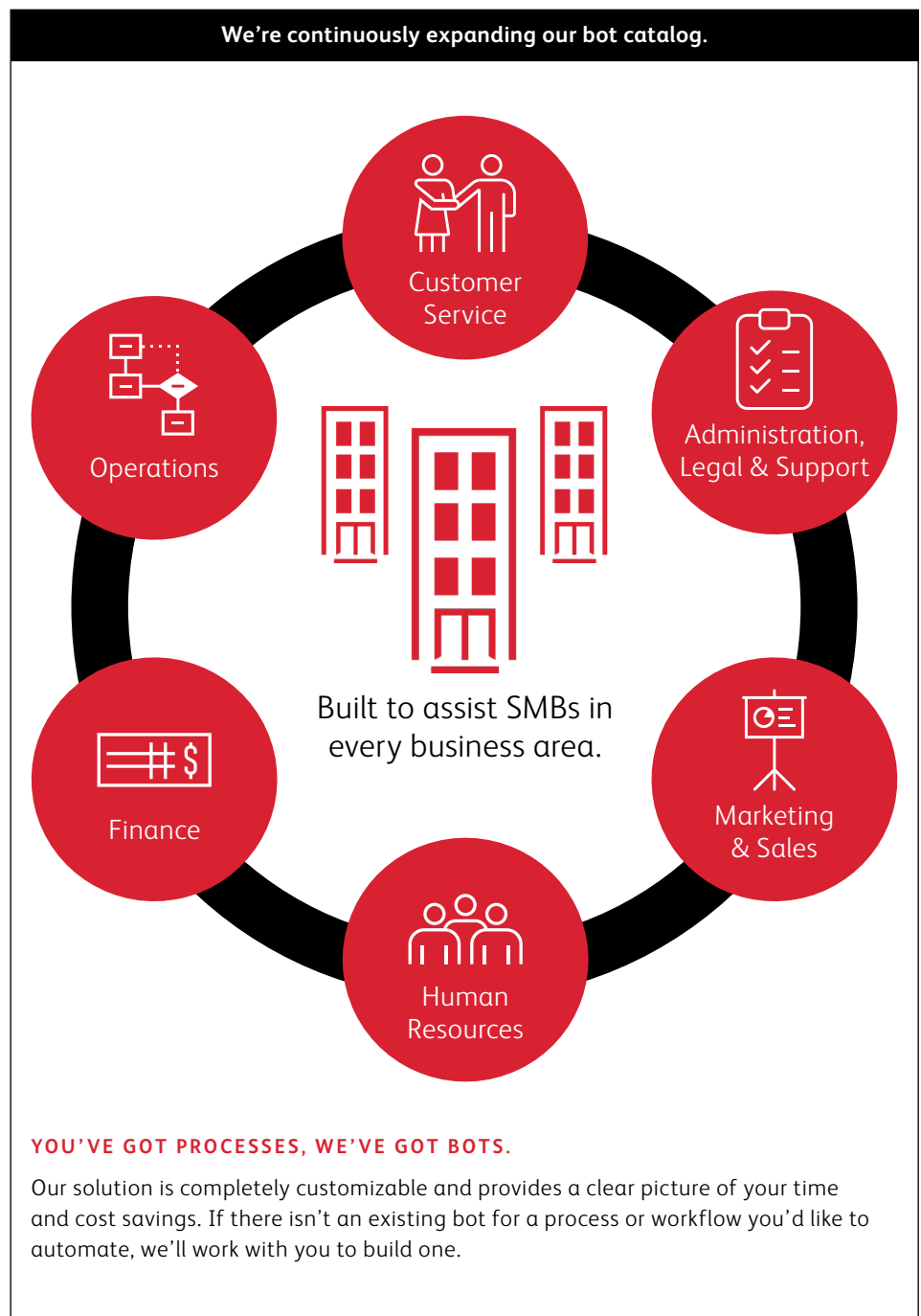
XEROX® ROBOTIC PROCESS AUTOMATION SERVICE

xerox™

Automated processes means automatic productivity.

The evolving needs of small and medium-sized businesses (SMBs) demand the speed, ease and efficiency of Robotic Process Automation (RPA). Instead of being bogged down with manual, time-consuming workflows, RPA frees you up to focus on higher-value work while bots handle mundane, repetitive tasks across business processes.

Use this catalog as a one-stop-bot-shop. It's designed to help you navigate RPA and become more familiar with our bot capabilities and offerings. In doing so, we can help you choose which bots are best for your immediate and future business needs.

We're continuously expanding our bot catalog.

Customer Service

Administration, Legal & Support

Operations

Built to assist SMBs in every business area.

Finance

Marketing & Sales

Human Resources

YOU'VE GOT PROCESSES, WE'VE GOT BOTS.

Our solution is completely customizable and provides a clear picture of your time and cost savings. If there isn't an existing bot for a process or workflow you'd like to automate, we'll work with you to build one.

Finance
Save time, save money.

1 DEAL PRICING/MARGIN ANALYSIS BOT
Compares historical data to perform margin analysis for specific products and recommend the best price to sales and pricing teams.

2 DEAL PRICING/PROFITABILITY ANALYSIS BOT
Updates data from the CPQ tool to profitability analysis tool.

3 DEAL PRICING/BID PROCESS AUTOMATION BOT
Processes pricing requests from channel partners or resellers by swiveling data from external portals to CRM and updating the bid model.

4 ACCOUNTS PAYABLE INVOICE PROCESSING BOT
Extracts information from invoices and validates tax, purchase orders, goods received notes and payment terms and dates. Pays invoices accordingly.

5 ACCOUNTS RECEIVABLE BOT
Extracts information from cash receipt and validates tax, customer invoices, payment terms and dates. Applies cash received to appropiate invoice.

6 FINANCIAL CLOSE AND REPORTING AUTOMATION BOT
Downloads ledger information from ERP and prepares Financial Close Package.

7 TREASURY/E-NETTING AUTOMATION BOT
Performs daily intra-entity netting processes.

8 CLAIMS AUTOMATION BOT
Extracts information from claims documents and transfers the information toward claim processing.

9 PRE-BILLING AUTOMATION BOT
Bills pre-work of extracting meter reads, validates contractual pricing agreements, applies exceptions, applies tax structures.

10 LOAN FORGIVENESS PROCESS BOT
Downloads tax forms from bank portal, extracts information and sends to banking systems.

11 CUSTOMER BILLING BOT
Prepares and sends invoices to customers.

12 ORDER PROCESSING BOT
Processes customer orders in the system.

13 DUNNING LETTERS CREATOR BOT
Downloads reports from enterprise software and utilizes the data to prepare and distribute statement emails and dunning letters.

Customer Service
Enhance the customer experience.

1 ORDER TRACK AND TRACE BOT
Tracks shipment status of orders dispatched to customers and provides updates via email and portal.

2 SAFETY STOCK MONITOR BOT
Monitors safety supplies inventory and places orders to maintain stock.

Marketing and Sales
Deliver right message on the right channel at the right time.

1 EMAIL CAMPAIGNS BOT
Sends promotional email campaigns to customers.

2 SALES REPORTS BOT
Creates reports from multiple sources of information and automatically delivers them via email for increased productivity and meaningful time savings, anytime, anyplace.

Administration, Legal and Support
Help people and processes work better together.

1 ATTENDANCE MANAGEMENT BOT
Registers employee check-in and check-out details.

2 RESOURCE UTILIZATION BOT
Performs resource utilization across accounts.

3 DIGITAL MAIL ASSISTANT BOT
Identifies the recipient's email address and sends a scanned copy of the physical mail to their inbox.

4 EXHIBIT PACKAGING BOT
Processes and packages legal exhibits quickly and accurately, creating new levels of efficiency.

Human Resources
Empower your employees.

1 PAYROLL AUTOMATION BOT
Uploads payroll statements into bank portal for salary disbursement and payroll processing.

2 EMPLOYEE ONBOARDING BOT
Sends welcome emails to new employees with onboarding instructions.

3 SERVICE ANNIVERSARY COMMUNICATIONS BOT
Sends reminders to managers about upcoming work anniversaries within their teams. Also sends congratulatory note on behalf of company leadership to the employee on their work anniversary.

4 ASK HR CHATBOT
Answers employee questions automatically and immediately, saving time and creating a better, more satisfying employee experience.

Operations
Do more with less.

1 SWIVEL SEAT AUTOMATION BOT
Automates agent actions on the desktop such as swivel seats, asset management of database and administration in ticketing tool.

2 PASSWORD RESET BOT
Allows passwords to be reset directly from the logon screen or by web access.

3 EXCEL TO APP/EXCEL RECONCILIATION BOT
Ensures data between an application and a report, or between two reports, are in sync.

4 LICENSE MANAGEMENT BOT
Automatically assigns a license to an end user after validating the necessary requirements, such as a contract or an order.

5 AUTO SCRIPTS BOT
Set of scripts and bots that automates troubleshooting by processing steps to resolve common technical issues and requests.

6 MANAGED SERVER ORCHESTRATION BOT
Automated Server Provisioning (ASP) solution to build and deploy a fully managed virtual server.

7 APP TO APP RECONCILIATION BOT
Ensures data between two applications are in sync.
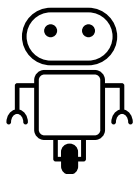
8 SERVER AUTOMATION BOT
Installs software, installs patch and performs server validation after change and runs server script.

Another day at the office, only easier.

It doesn't matter what industry you're in, or if your business is small, medium or somewhere in between. As a strategic partner, we're here to help you improve the way you work by automating manual processes so you can do more with less human intervention and lower costs. Xerox® Robotic Process Automation Service helps you stay flexible in the face of change, allowing you to save, plan and pivot as needed. Don't see a bot for a process you'd like to automate? Let's work together to develop a custom bot to address your unique needs.

1 We help you evaluate your current processes, no matter how big or small they are.

2 We work together to select workflows to automate based on business value and expected ROI.

3 We virtually automate and run your processes using bots.

4 We help you create a better employee experience by freeing up your staff to focus on higher-value work while bots take on routine jobs.

Ready to Go
Hit the ground running with an extensive, pre-loaded bot catalog for SMBs.

Fast Deployment
5-8 weeks for most implementations and hosted on Xerox cloud or on-premise.

Full Service Offer
Single provider, one-stop-bot-shop designed for SMBs.

ROI Calculator
See your savings. Input costs and hours spent on tasks and check ROI with the bot.

Simplified Pricing
Annual license fee per bot tailored to your business needs.

Operational Efficiency
Cost savings of up to 30% and invaluable time savings that boost productivity.

Made-to-fit, end-to-end ease.

Being a single service provider allows us to keep your needs front and center at all times. We do all the heavy lifting — our automation team assesses, builds, deploys and supports your bots. **And remember, if we don't have a bot for a process you'd like to automate, we'd be happy to work together to create one that meets your specific need.**

How far will automation take your business?
We want to help you do it all — cut costs, save time and add value for your customers and employees. Get more out of every business day with RPA. Learn more at **xerox.com/it-services**.

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