

# Intelligent Web Forms

## Ensuring No Trading Partner Left Behind

In today's rapidly expanding global marketplace, a company's ability to reach all of its global trading partners electronically can mean higher profits, faster payments and inventory turns, expedited deliveries, significant cost reductions, and happier customers and suppliers. However, many businesses still communicate business-critical information to their suppliers through manual processes such as fax, phone or email which are slow, inefficient and error-prone. Order processing is often delayed, because manual processes need longer lead times for fulfillment. Re-keying data becomes necessary when supply chains aren't connected electronically, increasing the likelihood of invoice and order errors and delays. Information can be completely lost due to incomplete fax transmissions, misplaced paperwork and unanswered voice-mails. Communications via manual processes become even more inefficient when implemented across geographic regions, time zones and languages.

To address this problem, GXS is proud to unveil its Intelligent Web Forms service, the next-generation, global forms solution that enables businesses throughout the world to trade electronically in a standardized, easy and cost-effective manner. As an application on GXS Trading Grid<sup>SM</sup>—GXS's unique global integration platform that enables and streamlines cross-enterprise business processes—Intelligent Web Forms service enables companies and their suppliers to automate manual processes irrespective of size, time zone, language or geographic location. With global access and a multi-lingual interface, trading partners are able to electronically trade with each other in an efficient, consistent manner.

## Expand Your Electronic Trading Community

With GXS's Intelligent Web Forms service, companies are able to trade with more suppliers with the shortest time to benefit. Intelligent Web Forms offers deeper supply chain penetration through its next-generation, self-provisioning and global hosted service. Customized, easy-to-use forms enable users to become quickly operational and ready to trade.

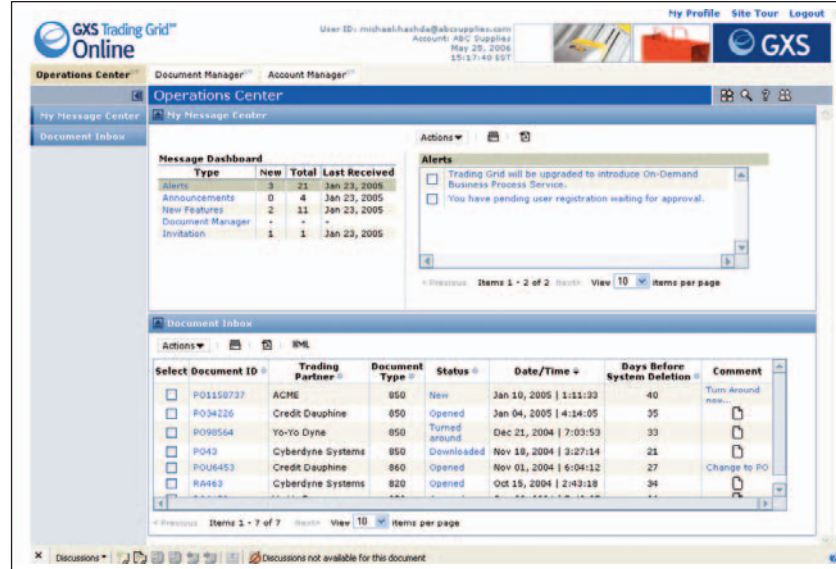
Many small to medium-sized business (SMB) trading partners have faced significant barriers to becoming electronically enabled. With GXS's Intelligent Web Forms, SMBs can quickly, easily and cost effectively participate in EDI programs without the need to purchase, install and manage additional software. Bottom line benefit? Companies can expand the size of their electronic trading communities to maximize the ROI on their B2B e-commerce programs. The end result? No Trading Partner Left Behind.



**With GXS's Intelligent Web Forms service your company can trade with more suppliers with the shortest time to benefit. Rapid community enablement means that your small and medium-sized trading partners will be able to start trading electronically in minutes regardless of where they are in the world.**

### Rapid Community Enablement.

Enable your small and medium Trading Partners to start trading electronically in a standardized, easy and cost-effective manner regardless of location and time zone. Using an intuitive, multi-lingual interface, your trading partners can operate in their local language. The real-time Operations Center provides up-to-the-minute notifications, alerts and customer notices and keeps your trading partners up-to-date on important changes. And it's easily configurable so your trading partner can personalize the items on the screen however and whenever they need to.



Key benefits of GXS's Intelligent Web Forms service include:

**Intelligent Web Forms is the next-generation forms solution that allows you to reach 100 percent of your trading partners electronically—resulting in higher profits, faster payments and inventory turns, expedited deliveries, significant cost reductions, and greater customer and supplier satisfaction.**

**Easy-to-Use.** With an intuitive interface and pre-populated forms, GXS's Intelligent Web Forms service is extremely easy to use. When printed, online forms look like their paper equivalents—enabling users to proceed using their normal business process. And, the pre-populated forms increase the speed and accuracy of document turnaround while built-in template capabilities save users re-keying time and minimize data entry errors.

**Multi-Lingual Interface.** GXS's Intelligent Web Forms service is available in seven languages: English, German, Portuguese, French, Italian, Simplified Chinese and Japanese. The multi-lingual capabilities and context-sensitive help in multiple languages make it easy for an entire global trading community to be electronically enabled.

**Real-Time Operations Center.** The Intelligent Web Forms service includes an “Operations Center” that serves as users' nerve center of information. Up-to-the-minute message dashboards provide comprehensive summary information about alerts, customer notices and document statistics. The dynamic interface enables personalization, so users can easily configure the contents, sequence and appearance of the items on the screen to their liking.

**Intelligent Search.** With built-in intelligent search functionality, users can find the information they need, when they need it. Users are able to search by document number, document type, trading partner, date, status and more. This functionality is easily accessible from anywhere in the application, making it easy for users to get the information in the shortest number of clicks.

**Powerful Document Manager Tool.** The application's “Document Manager” tool helps streamline the user's business operations. Key functionality includes:

- Document management enables users to view and manage electronic documents such as Purchase Orders, Invoices, Ship Notices, Remittance Advice documents in one area of the application
- Built-in data validation increases data accuracy
- Pre-populated forms and template capabilities help users avoid duplicative re-keying and minimize data entry errors
- Data download options allow users to save form data in a CSV (comma-separated value) file for subsequent manipulation in an Excel spreadsheet, other database tool or as a PDF file for secure sharing with others

The screenshot shows the GXS Trading Grid Online Document Manager interface. The main content area displays a 'Turnaround Invoice' form. The form is divided into several sections:

- Header Information:** Includes fields for Buying Company (ACME), Order Number (PO1158737), Order Date (Jan 18, 2005), and Supplier Code (13355). It also shows the Supplier Company (ABC Supplies) and Order Total (2,194.94).
- Invoice Identification:** Includes fields for Invoice Number to Use and Invoice Date (1, June, 2004).
- Buying Company:** Includes fields for Company Address (2 Paragon Drive, Montvale, NJ 07645), Name (Rob Stratton), Phone (201-573-9700), Fax (201-573-9722), Email (rob.stratton@aptea.com), and Bill to Address (PO Box 3067, Paterson, NJ 07509-3067, US).

### Streamline Business Operations.

Your trading partners benefit from forms that mirror paper equivalents, enabling them to proceed using their current business processes. Using the Document Manager Tool, your trading partners can view and manage electronic purchase orders, invoices, ship notices and receiving advice documents. With built-in data validation they can increase the accuracy of information entered. Pre-populated forms facilitate document turnaround, and the template capability saves re-keying time while minimizing data entry errors.

**Flexible User Management.** GXS Intelligent Web Forms service has built-in flexibility through its multi-user accounts that enable administrators to authorize several users to work on electronic documents. Account authority levels can restrict users to specific functions—enabling some users to process documents and others to perform administrative tasks

**Flexible Subscription Pricing.** GXS offers flexible pricing models depending on each business' unique needs. Low-volume and seasonal vendors may opt for the “pay-as-you-go” option with a flat fee for each document sent and received. Higher-volume users will appreciate GXS's unlimited use option, where companies pay a flat monthly fee for unlimited documents based on the number of trading partners. Monthly bills can even be charged to credit or debit cards.

**Robust Support Options.** Today's supply chains are global; IT support options need to be global too. That's why the Intelligent Web Forms includes robust support options so companies in all geographic locations can get the help they need, when they need it. The Intelligent Web Forms service offers multi-lingual help via live chat, phone, email and context-sensitive self help—making it easy for users to obtain expert assistance how and when they need it and in their language of choice.

**Hosted ASN, Barcode, and Packing Option.** Many companies are requiring suppliers to send Advance Ship Notices (ASNs) and to affix customer-specific shipping labels to the cartons they send. GXS Trading Grid Bar Code Accelerator is a hosted service available to Intelligent Web Forms users that enables suppliers to effectively manage customers' ASN requirements, pack shipments, and create customer-compliant shipping labels without having to purchase and maintain additional software. Bar Code Accelerator enables suppliers to avoid costly and time-consuming software updates; streamline their order fulfillment process; and avoid non-compliance fees.

**Built for your Future Business Needs.** As your company's IT needs grow, this application will support future supply-chain needs. Upcoming functionality for this service includes many new capabilities including order management, forecasting, logistics and much more.

When companies select GXS, not only do they partner with a supply-chain expert with over 35 years of experience, but also global presence and multi-lingual customer support. To electronically enable even the smallest trading partners, GXS offers a complete suite of SMB solutions including EDI-to-Fax services, Web forms, SMB accounting package integration and machine-to-machine EDI or XML. When you combine GXS' global reach, suite of SMB solutions, and the ability to leverage other Trading Grid services and applications, GXS is the clear choice for global supply chain needs.

## About GXS

GXS is a leading provider of B2B e-commerce solutions that simplify and enhance business process integration and collaboration. Organizations worldwide, including 75 percent of the Fortune 500, leverage GXS' GS1 certified global interoperability and supply chain execution solutions. Active in the global standards arena, GXS offers solutions, powered by the Trading Grid<sup>SM</sup>, that enable customers both large and small, to connect with global partners, synchronize product information and optimize the execution of supply chains.

Headquartered in Gaithersburg, MD., GXS provides sales and support to businesses and their partners worldwide. For more information about GXS visit [www.gxs.com](http://www.gxs.com).



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