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Save costs with workflows

Individual solutions for flexible requirements



“I was looking for a solution to minimise both the volume of paper documents in the company and search times. The aim was also to automate location-wide, document-based processes in order to save on provisioning and transfer costs.”

Michael Pelster,
CEO of CE-PE-Wellkisten GmbH & Co. KG

With *ELOprofessional*, the potential for cost savings is well-exploited at CE-PE-Wellkisten. With integrated workflow components as standard, processes such as the checking, release and posting of incoming invoices are handled transparently, easily and on time.

At CE-PE-Wellkisten GmbH & Co. KG, one of the leading German manufacturers of packaging and displays made from corrugated cardboard, everything is geared towards the customer's needs. The company develops solutions from corrugated cardboard for various areas. Whether it's the extreme logistical requirements of transport packaging, individually adapted displays or creative packaging of any kind, CE-PE-Wellkisten will always find a solution - in corrugated cardboard, of course.

Solution

an additional benefit



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Rapid delivery times and satisfied customers

Overview

Country: Germany
Sector: Packaging industry

Company

Ce-Pe-Wellkisten GmbH & Co. KG is one of the leading German manufacturers of packaging and displays made from corrugated cardboard. Its headquarters are in Altenberge (NRW), Germany. Other locations can be found in Berka/Werra (Thuringia), Elterlein (Thuringia) and Bad Bentheim (NRW). The Group employs a total of over 500 staff and this figure is rising.

Challenge

- Growing paper archive in the accounts payable and accounts receivable departments
- Searching for documents is very time-consuming
- Lengthy document throughput times across locations

Solution

- Complete and automated document archiving with **ELOprofessional**
- With integrated workflow components as standard, processes such as the checking, release and posting of incoming invoices are handled transparently, easily and on time
- Long-term archiving is ensured by DVD jukeboxes and WORM media

Benefits

Potential cost savings have been well-exploited. Documents are available at the click of a button, even across locations. Prompt compliance with work processes. Transparent and rapid processing of transactions. No more paper archiving needed.

Open and extensible system structure for high standard of service

The growing success of CE-PE-Wellkisten meant that the paper archive in the accounts payable and accounts receivable departments is continually getting larger. Orders, order confirmations, delivery notes, incoming/outgoing invoices and reminders piled up in the folders. The more the physical archive grew, the longer the time needed to find certain documents again. CE-PE-Wellkisten therefore decided to introduce **ELOprofessional** as a document management system (DMS). The aim was to minimise search times and automate corporate processes. "The user-friendly interface and the open and extensible system structure tipped the balance in favour of **ELO**", according to CEO of CE-PE-Wellkisten GmbH & Co. KG Michael Pelster.

Flexible solutions for special requirements

Since it was founded in 1960, die CE-PE-Wellkisten GmbH & Co. KG has stood for top quality, flexible customer orientation and extremely fast delivery times. To maintain this high standard of service, a central and structured document archiving/search facility in the accounts payable and accounts receivable, production and management areas needed to be provided first. Based on the special requirements of CE-PE-Wellkisten, a separate **ELOprofessional** archive was set up at the Altenberge (NRW) and Berka/Werra (Thuringia) locations in Germany. The **ELO** replication module makes all relevant documents available at both locations simultaneously and replicates these regularly. The replication naturally takes into account all new and modified documents and keywording. An interface to the individual ERP software enables fully automated keywording and archiving of outgoing documents.



Incoming documents are scanned, posted and then also keyworded and archived automatically in **ELOprofessional**. The **ELOprofessional** client reads the data from the financial accounting software Varial and copies it to **ELO**.

Cost savings through workflow

Further potential cost savings from the use of the integrated workflow functionality were quickly revealed at CE-PE-Wellkisten. This will now be used for location-wide processing or document processing. Transactions in the areas of document archiving, searching and processing at the two major locations of the Group in Altenberge and Berka/Werra can now be performed efficiently and reliably.

Thanks to the decision for read-only archiving, at CE-PE-Wellkisten original documents can be deleted after archiving in **ELO**. Long-term archiving is ensured by JVC DVD jukeboxes with a capacity of 235 or 470 GB, which are connected to the system at both locations. The archived documents are burnt onto WORM media at regular intervals as a final safeguard.

Targeted searching at the click of a button

By deploying **ELOprofessional** at CE-PE-Wellkisten, additional paper archives have become unnecessary. Documents are now archived in full and automatically. Duplicates are avoided and the targeted search takes place at the click of a button. Searching for documents within a location and across locations has been speeded up significantly.

“The user-friendly interface and the open and extensive system structure tipped the balance in favour of ELO.”

Michael Pelster,
CEO of CE-PE-Wellkisten GmbH & Co. KG



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Prompt compliance with work processes

“Through the digital implementation of standardised workflows, lengthy, location-wide document throughput times in particular are a thing of the past.”

Michael Pelster,
CEO of CE-PE-Wellkisten GmbH & Co. KG

By deploying the integrated workflow components as standard in **ELOprofessional**, processes such as the checking, release and posting of incoming invoices are handled transparently, easily and on time. Michael Pelster comments: “Through the digital implementation of standardised workflows, lengthy, cross-location document throughput times in particular are now a thing of the past.”

Eingesetzte Module

ELOprofessional
ELOprofessional FULLTEXT
ELOprofessional Replikation
DocAnalyzer des Business-Partners

Anzahl ELO Arbeitsplätze

55

Schnittstellen/Anbindungen

Individualsoftware ERP-System
Varial

Besondere Merkmale

- Standortübergreifendes Workflow- und Dokumentenmanagement
- Revisions sichere Archivierung
- Replikation mehrerer ELO Server
- Einsatz von zwei DVD-Jukeboxen zur Langzeitarchivierung

Outlook

Based to the fact that the deployment of **ELOprofessional** at CE-PE-Wellkisten has so far been successful, the area of use of the system is to be expanded considerably both horizontally and vertically. In addition to archiving other document types, a connection to the communications software Tobit is planned. Bentheim now has its own **ELO** server. The connection via replication to Altenberge and Berka/Werra is planned in another project step. Deployment in the HR department is also being considered. Alongside the extension of the DMS, the expansion of a web-based corporate portal is also planned. In this central information platform, documents and workflow tasks from the DMS are to be provided in a personalised manner.