Gain More Time with Workflow Automation
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**Workflow Automation?**
Workflow automation is when you automate your technology to complete certain daily tasks for you so that you don’t have to manually do them anymore. This can include anything from data entry, email, fax, printing, forwarding, etc. With the business-world becoming increasingly more digital by the day, it’s inevitable that you and your business will fall behind if your manual processes aren’t streamlined this. A report from ServiceNow has found that managers are spending, on average, two days of the week are on tasks that aren’t core to their job. Two days is a whole lot of time that could be used in a better, more productive way. Workflow automation can be that solution to greatly improve your day-to-day process and give you back that lost time.

**How Workflow Automation Saves You Time**
There are many ways workflow automation can save you that precious time you’ve been losing. Here are a few examples:

**Last Minute Demands**
We’ve all been there. We’ve all had those urgent, last minute client requests that send us into a momentary panic and questioning frenzy over whether we’ll reach the goal on time. Throw into the mix

“There are some IoT inventions like the smart home that are popular to the point that more than 256 companies are involved, with funding reaching over $2.5 billion.”
that some of your staff is out on vacation, or they have more pressing deadlines that they need to focus on and can’t help at the moment. What do you do? Halt all of your other business to get it done?

With workflow automation, the situation doesn’t have to be nearly that dramatic. Not only will the automation of certain tasks save you the hassle of doing them yourself, but they will also be done correct and of high quality, without the possibility of basic human errors like data duplication or fatigue. A well-defined workflow will also bring great consistency and transparency to your business, which can only result in increased efficiency and productivity.

“The IT world is constantly creating new devices and shortcuts to make our lives easier. It should come as no surprise that it’s been done it yet again. How? Well, you know those simple yet tedious manual tasks that are annoying because of how time consuming and frequent they are? We know, they’re very inconvenient. With workflow automation however, you don’t have to worry about them anymore.”
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Integrating Applications and Simplifying IT

When it comes to automation, you may have also heard of something called the Internet of Things (IoT). The IoT is a phrase used to describe the network of physical objects connecting with electronics, softwares, and sensors to collect and exchange data on their own. For example, there are now fridges that are able to tell you when you’re running low on an item, or tire sensors that advise you on your fuel consumption. Not only are these products cool, but they’re being used to help businesses tremendously. For example, retail stores use IoT technology to track customer movements with heat sensors so that they can adapt their marketing and product placement and increase their revenue, and automation has also been used to detect when shelves are running low, which is when the automated robots then come to stock up. There are some IoT inventions like the smart home that are popular to the point that more than 256 companies are involved, with funding reaching over $2.5 billion.

All of this is to illustrate how automation alternatives, such as the IoT, can be used to take care of tasks for you, and also provide you with valuable data that will help improve your business operations. By replacing laborious process with workflow automation, not only will your speed, quality, and resources increase, but you will also have more room and flexibility to grow as a company and not worry about factors
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such as needing to hire more people to get the work done, having to buy more material and strain your wallet, etc.

**Clearing Your Head and Cutting Costs**

As we alluded to in the previous paragraph, when tasks are automated, you don’t need to worry about those extra expenses that come with hiring additional staff to cover extra work, or buying more materials to reach your goal. The point of workflow automation is to simplify what you currently have for a more effective system. This system can then be automated to do various things such as notify you of certain steps that you have reached or need to be completed, assign tasks, and communicate with various parties.

Relieving your employees of mundane tasks can also inspire them to achieve greater work. For example, people are more excited about innovation and jobs that they are passionate about. Interrupting their focus on high-value work for repetitive tasks that can be automated can really hinder your company’s growth and success. Nobody wants that.

As we’ve been discussing, technology and the internet and what they both have to offer together is explosive, and the momentum doesn’t seem like it’s going to slow down anytime soon. In fact, the
number of devices connected to the internet for certain processes is actually expected to reach 50 billion by 2020. That means the options for workflow automation are going to continue to grow and develop, and as a business, this method of business is not an option that should be slept on and ignored. Contact Diverge IT today and we'll help you get started! Cloud is right for you.