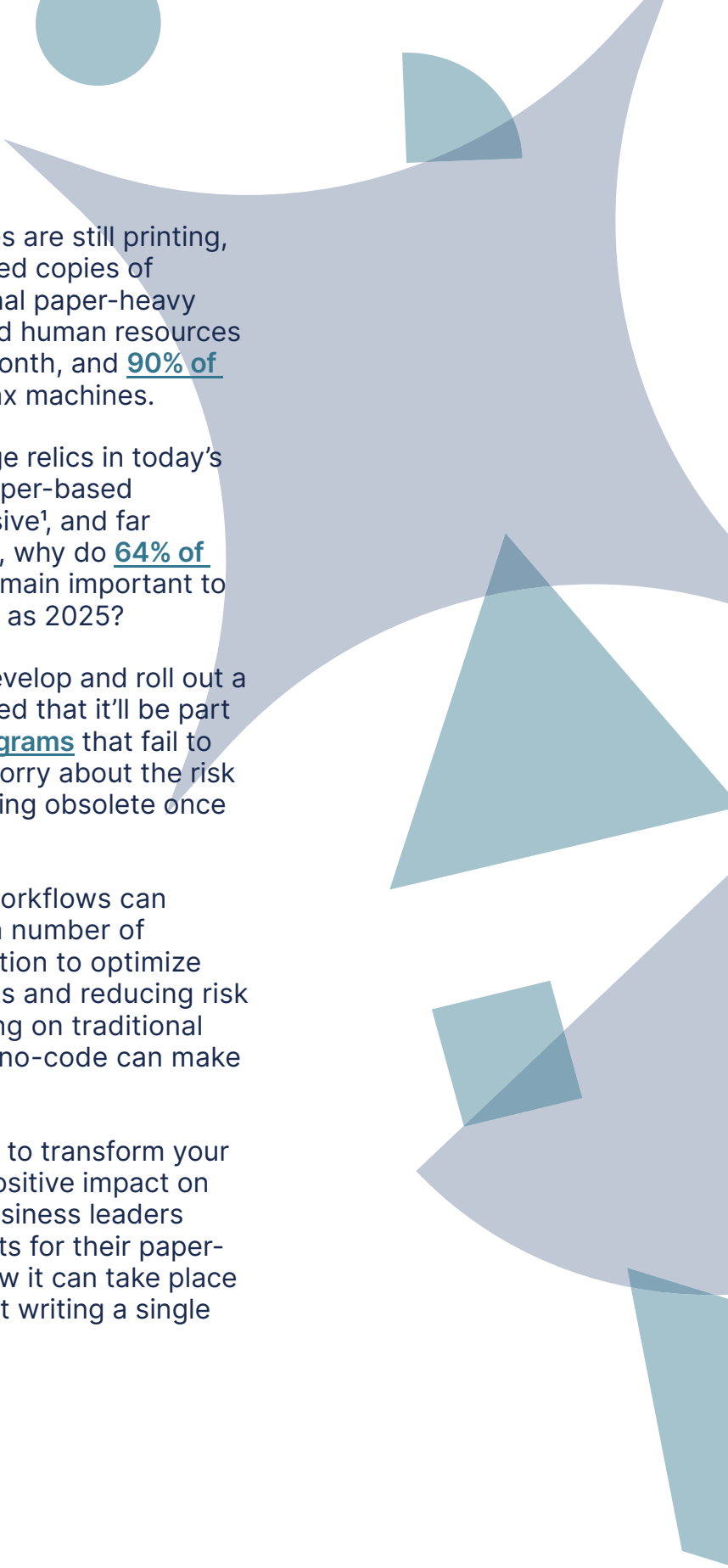unqork

Go Paperless With No-Code

Paper-based and manual processes are slowing your business down, but enterprise-scale digitization can be risky. With no-code, your organization can transform its operations faster and with fewer resources than a traditional code-based approach.

unqork

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Today, many digital-age companies are still printing, scanning, and making paper-based copies of their work. Employees in traditional paper-heavy departments like legal, accounting, and human resources print an **average of 5,000 pages** per month, and **90% of healthcare organizations** still rely on fax machines.

These outmoded workflows are strange relics in today's marketplace when considering that paper-based processes are slow, inefficient, expensive[1], and far more error-prone than digital ones. So, why do **64% of businesses** believe that printing will remain important to their daily business, even as far ahead as 2025?

Is it because of how long it takes to develop and roll out a digital replacement? Are they concerned that it'll be part of the **70% of large-scale digital IT programs** that fail to reach their stated goals? Or do they worry about the risk of the replacement technology becoming obsolete once it's deployed?

No matter the reason, paper-based workflows can negatively impact an organization in a number of ways. Creating a powerful digital solution to optimize workflows while cutting down on costs and reducing risk is no easy task, especially when relying on traditional development methods. This is where no-code can make a huge difference.

No-code makes it easy and affordable to transform your paper-based workflows and make a positive impact on your organization. This eBook is for business leaders who are looking for digital replacements for their paper-based processes and want to learn how it can take place efficiently and affordable—and without writing a single line of code.

[1]Recent **data** shows that companies might spend as much as $27,000 per year on document-management systems and maintenance.

The Problems With Paper

Consumers do so much online today that it's surprising to hear about organizations that still rely on manual processes and paperwork, such as the prescription faxed from the hospital to your pharmacy, the insurance claim you fill out with a pen and mail-in, or the third-party vendors paid by check every quarter.

Aside from delivering a poor user experience, these "analog" processes can negatively impact your business in a number of ways, including losses in productivity, inability to scale, and inflexibility—and that's not even considering the competitive pressures you face from the rest of the marketplace.

Here are some of the chief challenges that come from a continued reliance on "analog" workflows instead of digital ones.

Employee Productivity Suffers

A recent study found that employees spent 36% of their time managing paper-based or manual processes, instead of their core job functions. Depending on their specific role, that could significantly impact your organization's bottom line and determine whether you meet business objectives.

A reliance on paper also compels employees to be tied to a physical work location. That means when a disruption keeps employees from the office (due to any number of events ranging from a major snowstorm to a global pandemic), productivity comes to a halt. Modern organizations need secure and efficient ways to maintain productivity when they need to work remotely.

Addressing remote workers' needs has taken on renewed urgency in the face of COVID disruptions to the workplace, which promise to make an impact long after the pandemic has disappeared. Consider the findings of a recent PwC survey, which found that, once the pandemic is over, 83% of office workers still want to work from home at least one day a week. Indeed, the same survey found that 55% of employers anticipate that most of their workers will do so long after COVID-19 is not a concern. Companies that offer better work-from-home options will become more attractive to employees who value that functionality.

A Poor Customer Experience

Today's consumers expect the brands they interact with to be as tech-savvy as they are. They demand user experiences that are sophisticated and streamlined. This pressure to be digitally current will only increase with time. If your paper-based or manual workflows delay services in any way, they are going to let you know about it. And these days, there's a good chance these complaints will be aired publicly on social media, causing your brand to suffer public reputational and financial losses that you may struggle to recover from.

36%

The percentage of time workers spend managing paper-based or manual processes

55%

The percentage of employers who anticipate most workers will WFH some of the time post-pandemic

Inhibited Access For Vendors and Third-Party Partners

Considering how many cloud, SaaS, and third-party software applications your organization engages with every day, you probably have a few internal processes that interact with them too. Relying on a paper-based process to connect to their systems, no matter how digitally mature they are, can slow the whole ecosystem down.

Every internal process impacts more than your employees as these external vendors and third-parties may be depending on your internal systems. If a problem crops up in any of your systems because of a failed manual or paper-based process, you could impact more than just your own employees. Your systems may operate with tight integration with these external systems or vendors, so any breakdown in the process impacts how they're able to deliver to their customers too. Deadlines are missed, SLAs are broken, and you can both suffer financial and reputational damage. Work agreements could be put at risk because your paper-based process negatively impacted everyone along the larger workflow.

Lackluster Auditability

Not only do paper-based and manual systems affect productivity, but they can also be a legal or security risk for your organization. In highly-regulated industries or departments like health care, insurance, and finance, keeping track of documents and information is critical.

If your industry is required to conduct regular audits to ensure compliance, a digital solution provides a faster and more holistic audit process. There's no unwieldy paper trail to piece together: You can see every single decision that was made right within your digital workflow.

Further, as security regulations and protocols change, a digital solution allows you to scale changes almost instantly. Paper-based processes require significant time and resources to update with each new regulation, but a digital solution will allow the same changes in just a few clicks.

The world moves fast today, so leaving your business in the slow lane costs too much. No-code can power your transition to a digital enterprise with less risk and expense than other options.

Rigid Processes

Processes that are overly reliant on paper-based workflows and manual checkpoints are inherently difficult to amend. This means companies are limited in their ability to change workflows to address changing events in the marketplace (e.g., a new competitive offering, new regulation, or a global pandemic). Digital processes, on the other hand, can be centrally controlled and any changes can be instantly scaled out throughout the organization.

Inability to Scale

Analog processes have an upper limit on productivity. There are only so many papers a single employee can process in a week. This means that without additional resources, organizations only have strictly limited capacity, which hinders their ability to address unanticipated spikes in demand. Companies are placed in the difficult position of anticipating a future demand so they can adequately address spikes without overinvesting in troughs.

Why No-Code Is the Way to Go Paperless

While it might sound like no-code can magically transform your paper-based and manual workflows, it can't. You'll still have to put in a bit of work to set it up and use it, and take a bit of a risk. But make no mistake, no-code is one of the most efficient ways to finally transform your legacy systems and processes with the least amount of pain possible.

Here's how a no-code platform makes it easier to transform your paper-based processes into fully automated and digital workflows.

Lowered Development Costs

Digitizing paper-based processes and systems can be expensive, which is why most organizations delay doing it (or they partially do it as a way to save money, but end up spending more in the end). Expensive developers and blown timelines can add hundreds of thousands of dollars to any project. No-code makes a huge difference.
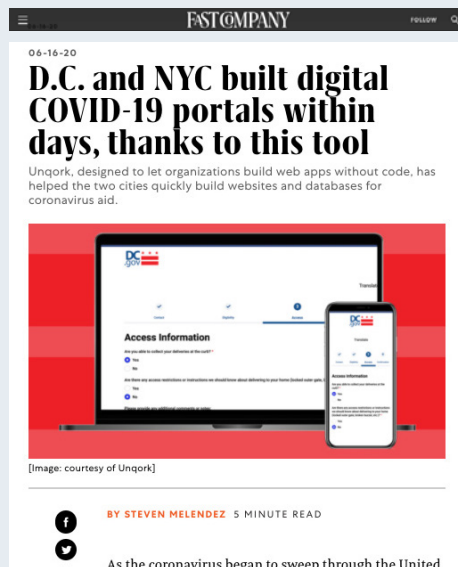
Accelerated Development

One study found that the longer projects are scheduled to last, the more likely they are to run over time and budget, with every additional year spent on them increasing the price by 15%. The development approach you take can affect how much it costs.

No-code is a star when it comes to accelerated development lifecycles, taking development times down from a year, to months or weeks—or even in just a few days. Case in point: The cities of New York and Washington, D.C. used it in early 2020 in response to the initial wave of the pandemic. New York officials created and deployed a public health portal within 72 hours, while Washington did it in under a week.

IN THE MEDIA

FAST COMPANY

06-16-20

D.C. and NYC built digital COVID-19 portals within days, thanks to this tool

Unqork, designed to let organizations build web apps without code, has helped the two cities quickly build websites and databases for coronavirus aid.

[Image: courtesy of Unqork]

BY STEVEN MELENDEZ   5 MINUTE READ

As the coronavirus began to sweep through the United

"Instead of relying on code, the platform for New York-based Unqork provides a drag-and-drop, flowchart-style interface to specify how forms should collect data and how back-end logic, like determining who is eligible for what kind of programs, should function. That means that people who are familiar with the ins and outs of government and corporate operations can often quickly build working digital tools themselves even if they don't have coding expertise."

— Fast Company, June 16, 2020

Improved IT and Business Alignment

No-code platforms make it easy for organizations to create functional prototypes early in the development process, so all stakeholders can be assured the solution will meet their requirements. Gone are the days of waiting weeks to see if the prototype will work and then spending another two months refining it until it's "just right." Non-traditional development stakeholders can identify gaps or areas to improve earlier in the development process, thereby saving time and effort.

Furthermore, while modern programming languages can take a year to learn and more to master, no-code's intuitive configuration-based interface can usually be picked up in a matter of weeks, which means business users can be trained to directly take part in the development process along with experienced developers.

Increased Workforce Flexibility

An advanced no-code platform like Unqork is relatively easy to learn when compared to modern programming languages. It decreases your reliance on high-priced and scarce developers so your organization can maximize the use of the employees you have.

A visual-based platform like Unqork can usually be picked up in a few weeks and empower less-experienced developers (or "Creators" as we refer to them at Unqork) to be far more productive than their peers. Meanwhile, more experienced IT employees can work on the projects they were hired to create—and be more productive at it.

Seamless Integrations with Legacy Systems and Third-Party Services

Another reason organizations have delayed digitizing their paper-based and manual processes is because they have multiple legacy systems that they still use. Whether it's a 10-year old client database or a third-party application that they share with external vendors, they still need to access these systems after digitizing them. Depending on the system, it may seem like more trouble than it's worth.

Integrations are one area where no-code shines because it lets you connect external services, applications, and more without changing any underlying infrastructure. The Unqork no-code platform lets you create real-time feeds and complex functionality by pulling from any modern API available. You can even push or pull in data from external systems with legacy protocols or web services, too, maximizing the investment you've already made into your legacy data or systems.

No-code makes this so efficient to do that a leading capital markets firm used Unqork to digitize their first process within weeks of starting to use no-code and launched six robust applications in under six months. They used the platform to lay the organizational groundwork that allowed them to launch new no-code apps efficiently and more affordably than they ever thought possible.

Improved Security

A no-code platform can help you move from a paper-based process to an automated digital one that reduces your risk exposure throughout the entire process. You reduce your operational risk by embedding a central control framework for your data, including role-based access controls (RBAC), data encryption at all times, and industry-trusted security measures.

Industries that require stringent audit compliance can be assured that no-code platforms like Unqork have you covered.

RBAC allows managers and business leaders to regulate granular permissions from field to form level, only giving people access to what they need and nothing they don't. Reporting platforms within the platform accurately reflect roles within your organization, so auditors won't have to question who has access to what when you're being audited.

Ready for the Future

Just like those organizations afraid to digitize because of all the legacy systems they have, some fear doing it because they think they'll have to do it again in the future. They've seen how quickly technology evolves and don't want to have to go through the ordeal of switching technologies in the future because the one they chose today is rendered obsolete. Or they know they've got so much legacy code in their systems that they don't think they'll be able to integrate a formerly manual process into it.

In reality, they should actually fear remaining paper-based and reliant on legacy code bases since it can cost them much more than switching technologies twice in the future. In the U.S., companies spent nearly $600 billion on legacy code in 2018, money which they could've poured back into their organizations by now.

No-code makes it easy to stay ahead of technology no matter your starting point. A no-code platform takes care of everything

"under the hood" and makes it easy for you to integrate with any infrastructure or technology on the back end. It separates developers from the codebase, so they don't have to worry about learning the code's idiosyncrasies or remember who originally coded it in the first place. No-code removes the worry about what will happen if a legacy system's version is updated irregularly because the platform can work with any version, from a small Java update to a larger overhaul of an application. Functionality on the front-end doesn't change when the back-end update happens, so development can continue today and in the future.

But even if new technologies are developed in the future, the no-code application you built to replace your paper-based workflow can work with them too. That's because a no-code platform like Unqork is built to be flexible and easily updatable.

Final Thoughts

As organizations try to stay competitive in the digital era, you've probably realized that you've got to give up your paper-based processes. Dealing with legacy code or older technology is one thing. Using paper and manual processes are quite another. Overhauling your technology can be expensive, but it can cost you even more in future legacy maintenance spending.

Your best option is to ditch your manual and paper-based processes and replace them with digital tools and technology that optimize your workflows while not costing too much time, effort, or money.

No-code platforms were specifically designed to be efficient to use and help you develop digital tools that'll automate your workflow and eliminate your need for paper. No-code is the way that allows you to be flexible while affordably helping you adapt your paper-based processes as needed.

Want to learn how no-code and Unqork can help you go paperless? We've helped numerous companies eliminate their paper-based processes. Get in touch today, and we'll help you ditch paper for good.

unqork

Enterprise application development, reimagined

Unqork is a no-code application platform that helps large enterprises build complex custom software faster, with higher quality, and lower costs than conventional approaches.

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