Workflow Manager is a client-server application that automates the routing of dictations based on predefined schedules and criteria. The application processes and routes dictations independently from the recorder or microphone used. The server is implemented as a Windows service and it can be connected to more Workflow Manager clients from different PCs at the same time.

**Highlights**

**Rules and tasks for a customized workflow**
Create specific rules to ensure dictations are handled reliably and not stuck in workflow, in case of staffing level changes and workload peeks.

**Email notifications for administrators**
Automatic notifications alert administrators, if something in the system is not working. The administrator can then address the issue before the user is affected.

**Email warnings**
Create rules to send warning messages to authors, transcriptionists or supervisors, e.g., if a dictation has not been transcribed within a certain period of time.

**Caching for better performance**
Create a centralized cache of dictation files for each folder. Network caching also makes the client applications open faster when launched.

**Full integration**
The module is seamlessly integrated in the core SpeechExec Enterprise Manager module. This ensures user friendliness and keeps the administrative resources to a minimum.

No 1 in SPS global customer satisfaction survey 09/2015.