Introduction to groupware, workflow, and workgroup computing

Wiley - ワークフロー

Table 2. Summary of types of workgroup applications							
Type of workgroup application	Time of collaboration		Place of collaboration		Form of communication		
	Same	Different	Same	Different	Document	Audio	Visual
Electronic messaging		×		×	×		
Information sharing		×		×	×	×	×
Document conferencing	×	×		×	×		
Audio conferencing	×			×		×	
Video conferencing	×			×		×	×
Electronic conferencing	×	×		×	×	×	×
Electronic meeting support	×		×	×	×		
Group calendaring and scheduling		×		×	×		
Workflow management		×		×	×		

2. Office Automation

Workgroup applications are often used together with individual applications, such as word processing, and other applications to provide support for a variety of office functions in an organization. The use of these applications together is sometimes called *office automation*.

People at all levels of an organization need office support to do their jobs. Secretarial and clerical personnel are not the only ones who do office work. Managers throughout an organization perform office functions to assist them in their managerial activities. Office automation is used in almost all areas of a business.

Historically, office tasks have been done mainly by secretarial personnel. For example, a manager would dictate a memo to a secretary, who would type, copy, mail, and file it. With the introduction of personal computers, managers and other personnel began doing more of their own office work. For example, a manager would use word processing to prepare a memo. Still, a secretary would copy, mail, and file the memo. The next step was to link the office personal computers to a LAN that included special hardware and software to perform office functions. The result was office automation.

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Description: -

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Workflow.
Teams in the workplace -- Data processing.Introduction to groupware, workflow, and workgroup computing
-Introduction to groupware, workflow, and workgroup computing
Notes: Includes bibliographical references (p. 357-359) and index.
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Workflow

Key Players in the Workflow Market. Transactional interaction involves the exchange of transaction entities where a major function of the transaction entity is to alter the relationship between participants. The final section of the book is a reference section.

Setrag Khoshafian Marek Buckiewicz

KEY TOPICS: Part I offers an in-depth look at each of the technologies that comprise groupware, from electronic mail to document management. Bigdoli concluded that to successfully use GSS technology, the capabilities of the GSS must be appropriately matched with a decision-making group's needs, and management must support and champion the use of the technology within the organization.

Workgroup Computing

Hildebrand 1996 commented on being a member of a groupware implementation team, and the lessons to be learned from the activity.

NewWave: Workflow engine

In the context of concepts surrounding work, a process may be distinguished from a workflow by the fact that it has well-defined inputs, outputs and purposes, while the notion of workflow may apply more generally to any systematic pattern of activity such as all processes occurring in a machine shop.

The Future of Enterprise Groupware Applications

Rogers 1992 examined the interactive processes that take place when there is a breakdown in the network, finding that cognitive issues of shared understanding, the transmission of knowledge, and a distribution of problem solving methods are adversely affected by any network downtime. The Motivators and Incentives for Change.

Related Books

- Han'gugŏ ch'eŏn ŭi ŭm pyŏnhwa yŏn'gu
- Sámiid 14. Konfereansa, Leavdnja 4.-6.8.1989 = - Samernas 14. Konferens, Lakselv 4.-6.8.1989.
- Palacio de la Escuela de Medicina
- A voice from the border
- Marketing of rock music.