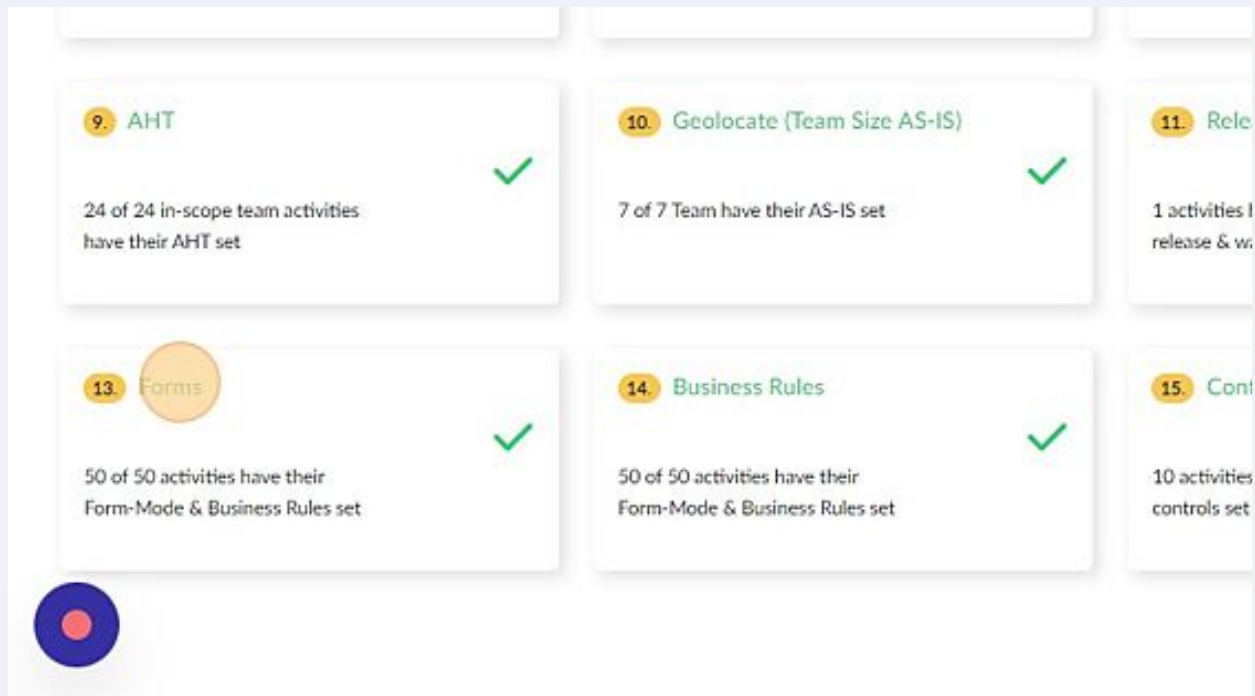


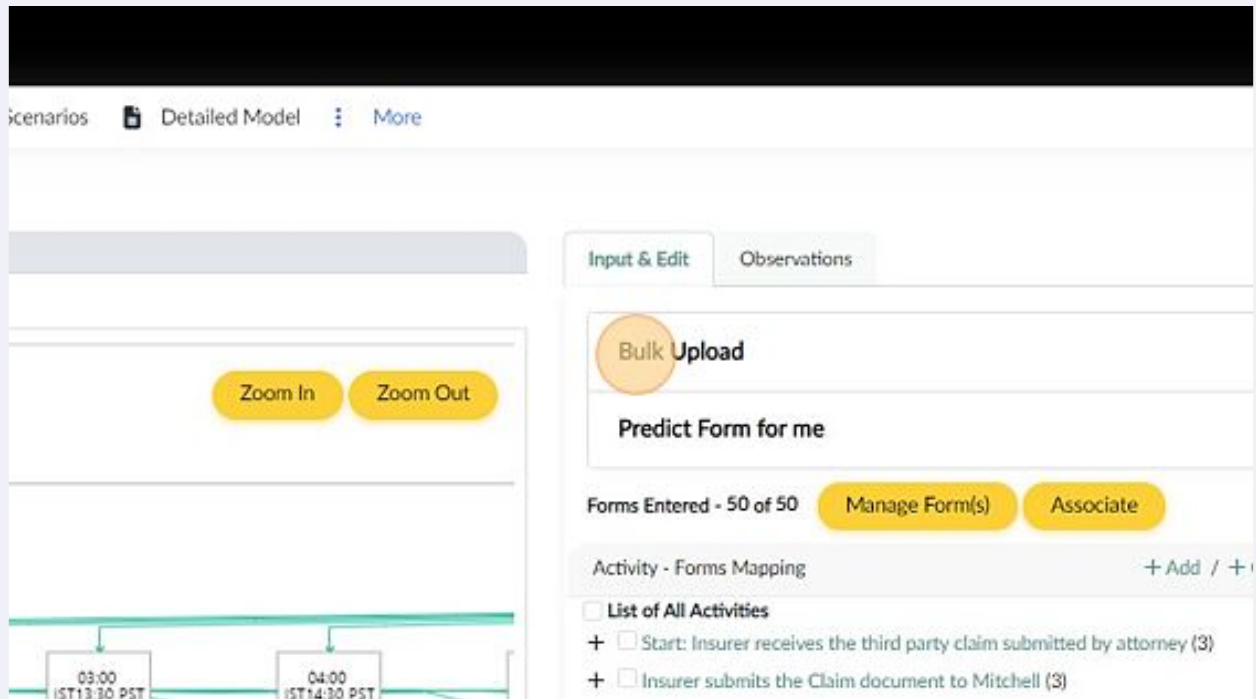
How to Upload and Manage Forms

1 Navigate to bs.3-cubed.com/Process/ProcessCreation

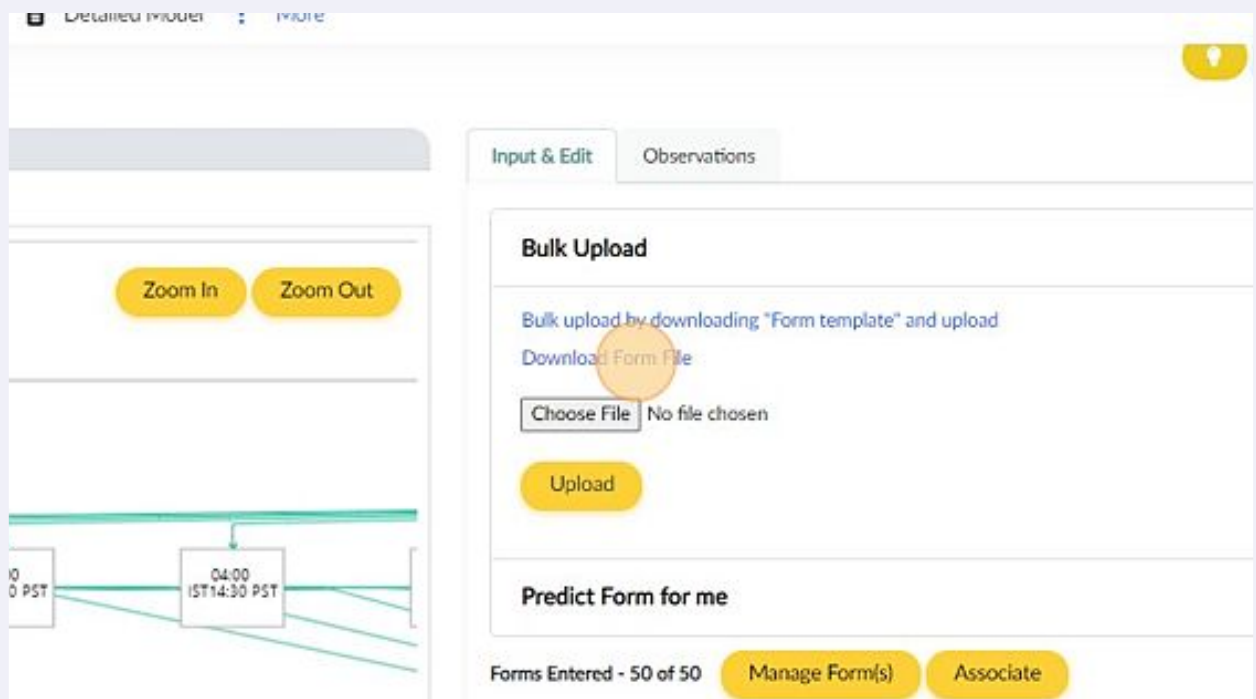
2 Click "13. Forms"



3 Click "Bulk Upload"



4 Click "Download Form File" to download the template and add the data



5 Click "Upload" to upload the filled template

Zoom In Zoom Out

03:00 13:30 PST 04:00 15:14:30 PST

Input & Edit Observations

Bulk Upload

Bulk upload by downloading "Form template" and upload

Download Form File

Choose File Excel_4095-H...Jd_Forms.xlsm

Upload

Predict Form for me

Forms Entered - 50 of 50 Manage Form(s) Associate

Activity - Forms Mapping + Add / + Collapse

List of All Activities

+ Start: Insurer receives the third party claim submitted by attorney (3)

6 Click "Bulk Upload"

Detailed Model More

Zoom In Zoom Out

04:00 15:14:30 PST

Input & Edit Observations

Bulk Upload

Predict Form for me

Forms Entered - 50 of 50 Manage Form(s) Associate

Activity - Forms Mapping + Add / + Collapse

List of All Activities

+ Start: Insurer receives the third party claim submitted by attorney (4)

+ Insurer submits the Claim document to Mitchell (4)

7 Click "Predict Form for me"

Zoom In Zoom Out

03:00 PST 04:00 IST14:30 PST

Bulk Upload

Bulk upload by downloading "Form template" and upload

Download Form File

Choose File No file chosen

Upload

Predict Form for me

Forms Entered - 50 of 50 Manage Form(s) Associate

Activity - Forms Mapping + Add / + Collapse

List of All Activities

+ Start: Insurer receives the third party claim submitted by attorney (4)

+ Insurer submits the Claim document to Mitchell (4)

8 Click "Populate Pending" to predict business rules for any pending activities

Detailed Model More

Upload

Predict Form for me

Populate Pending Refresh All

Forms Entered - 50 of 50 Manage Form(s) Associate

Activity - Forms Mapping + Add / + Collapse -

List of All Activities

+ Start: Insurer receives the third party claim submitted by attorney (4)

+ Insurer submits the Claim document to Mitchell (4)

+ Time Interval (4)

+ 02:00 IST12:30 PST (4)

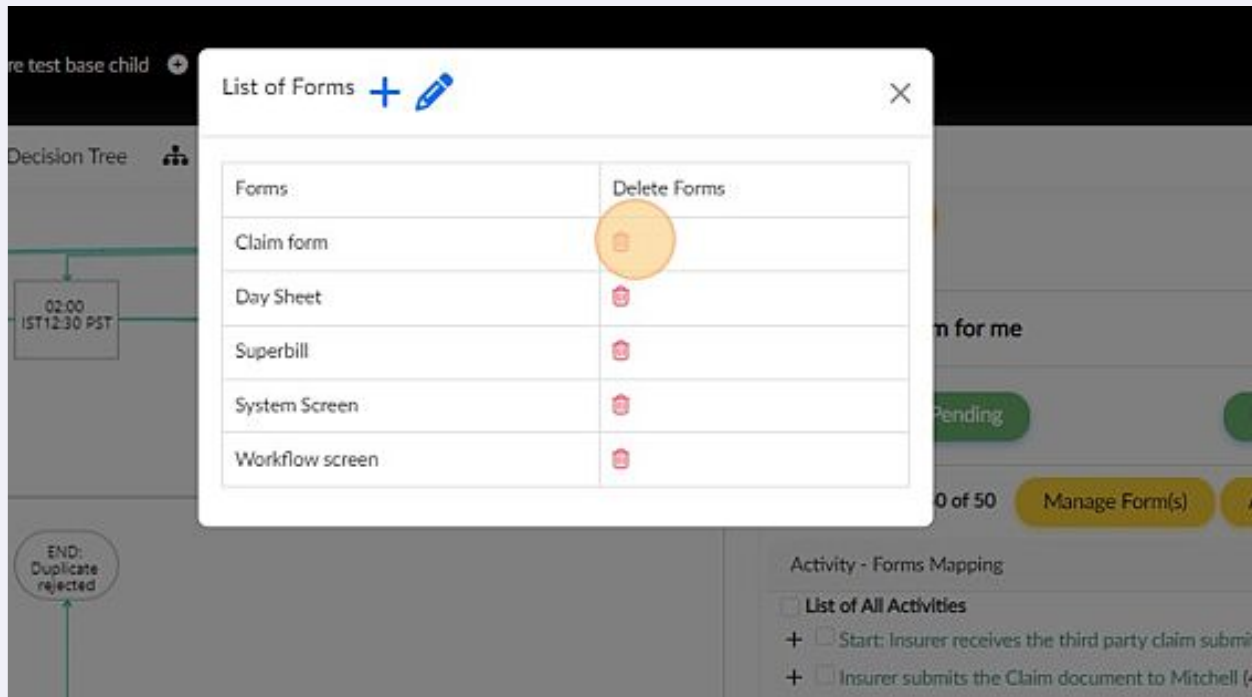
9 Click "Refresh All" to make a fresh prediction

The screenshot shows a software interface with a left sidebar containing a diagram with a box labeled '04:00 IST14:30 PST'. The main area has a top bar with 'd Model' and 'More'. Below this is a yellow 'Upload' button. A section titled 'Predict Form for me' contains a green 'Populate Pending' button and a green 'Refresh All' button, which is highlighted with a red circle. Below this are yellow buttons for 'Forms Entered - 50 of 50', 'Manage Form(s)', and 'Associate'. A section titled 'Activity - Forms Mapping' includes '+ Add / + Collapse - Expand' and a list of activities with expandable options: 'List of All Activities', 'Start: Insurer receives the third party claim submitted by attorney (4)', 'Insurer submits the Claim document to Mitchell (4)', 'Time Interval (4)', '02:00 IST12:30 PST (4)', and '01:00 IST11:30PST (4)'.

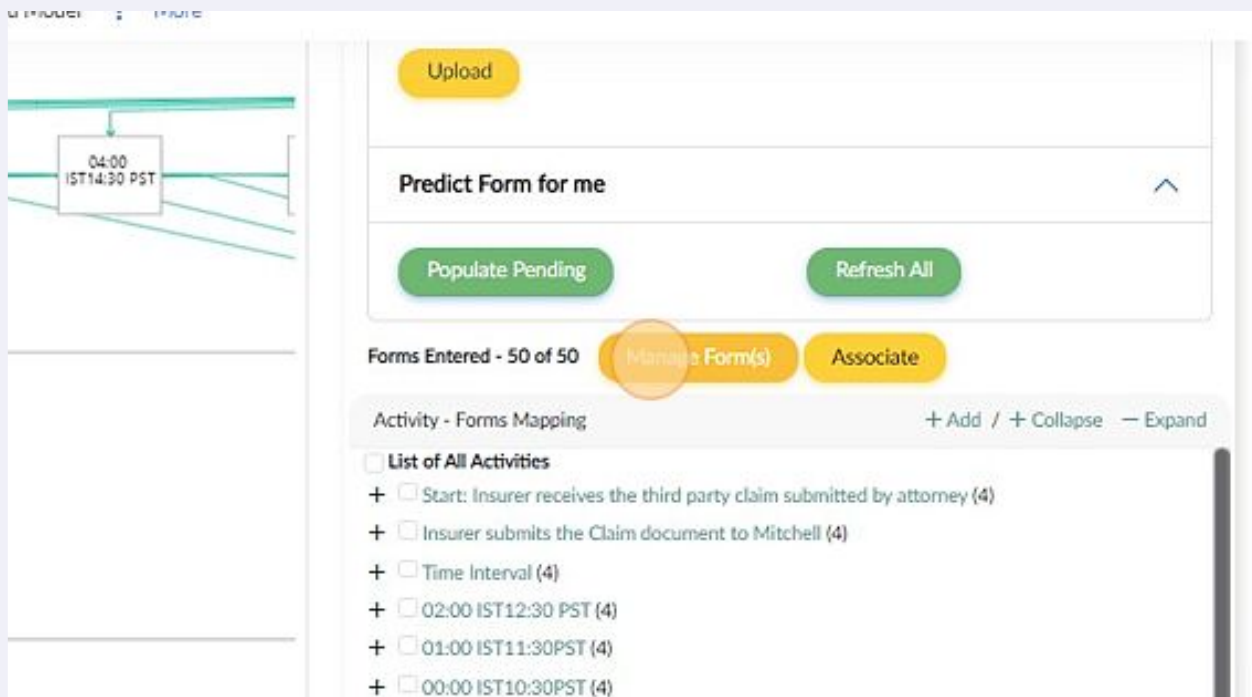
10 Click "Manage Form(s)" to add, edit or delete any form

The screenshot shows the same software interface as above, but with the yellow 'Manage Form(s)' button highlighted with a red circle. The 'Refresh All' button is no longer highlighted. The rest of the interface, including the sidebar, top bar, and activity list, remains the same.

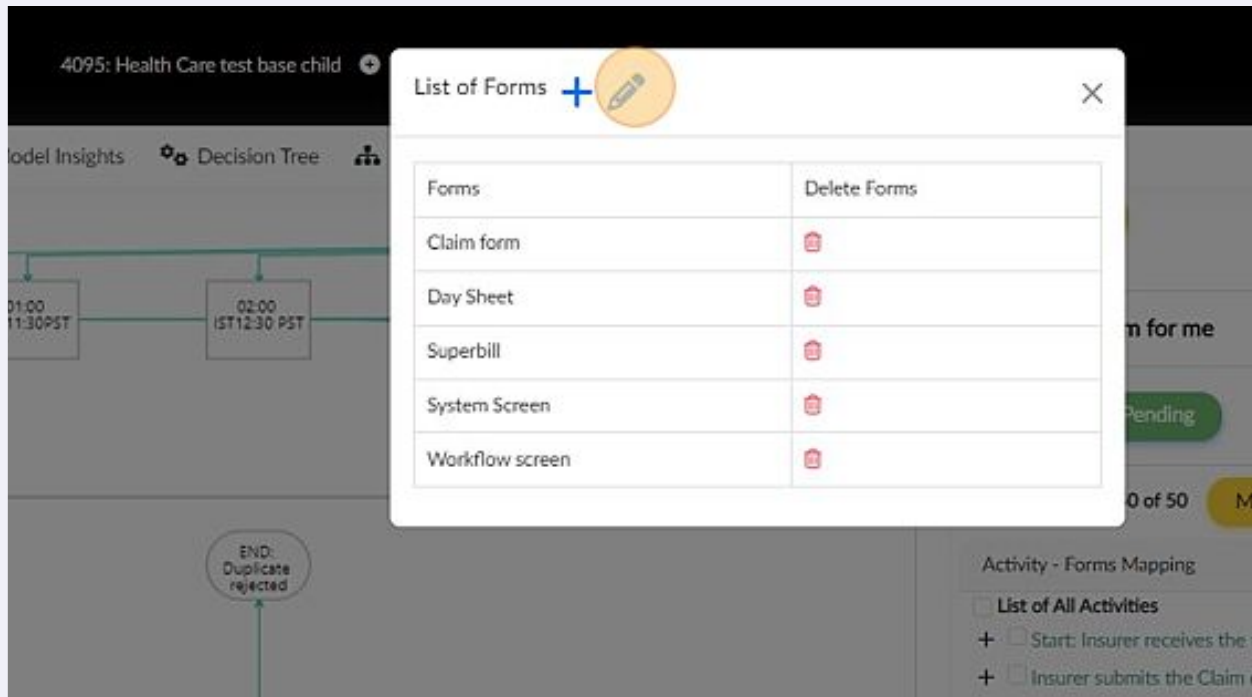
11 Click here to delete the redundant form



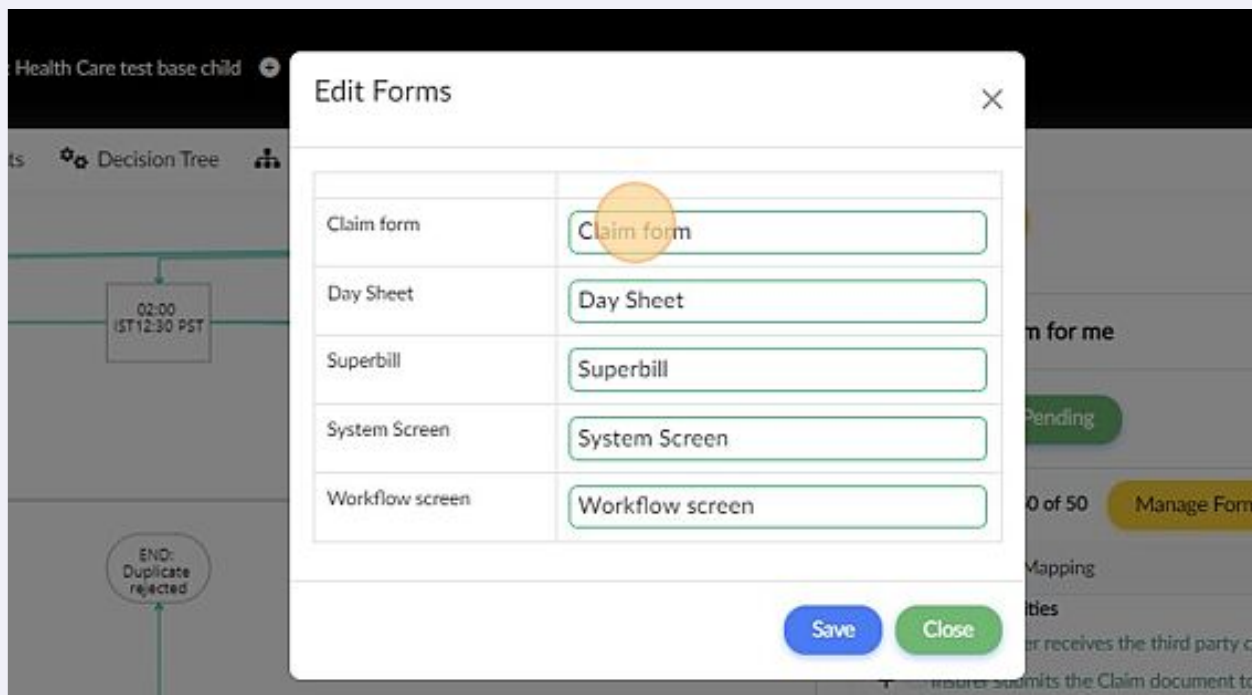
12 Click "Manage Form(s)"



13 Click here to edit/rename the form



14 Click this field.

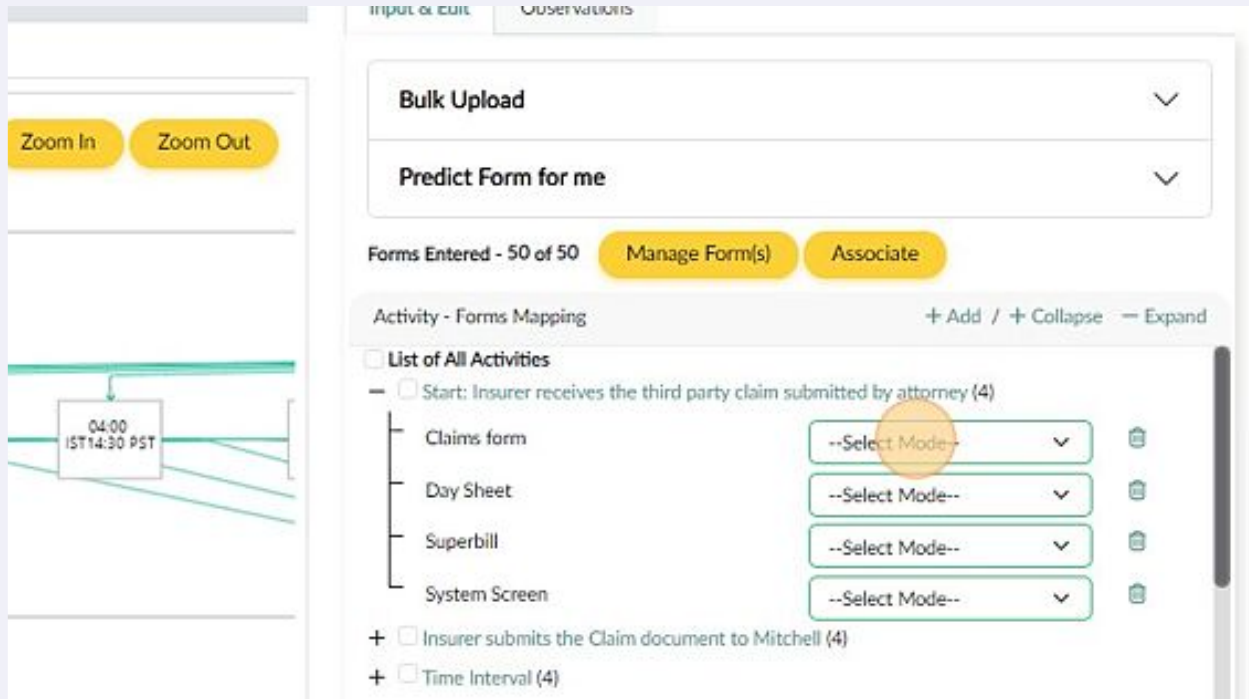


15 Type "s"

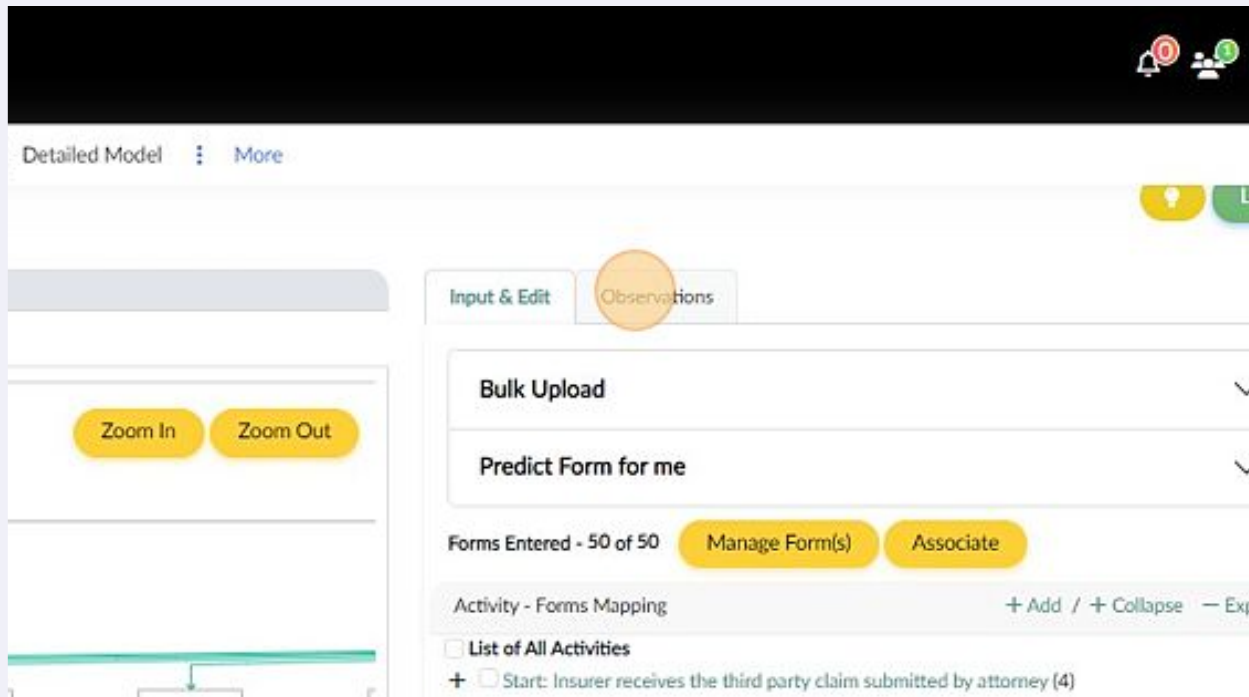
16 To add modes to the form click "+"

The screenshot displays a software interface with two main panels. The left panel shows a timeline diagram with two boxes: '03:00 IST13:30 PST' and '04:00 IST14:30 PST'. Above the diagram are 'Zoom In' and 'Zoom Out' buttons. The right panel is titled 'Observations' and contains several sections: 'Bulk Upload', 'Predict Form for me', 'Forms Entered - 50 of 50' with 'Manage Form(s)' and 'Associate' buttons, and 'Activity - Forms Mapping' with a '+ Add' button. Below these is a 'List of All Activities' section with a '+' icon and a list of activities, each with a checkbox and a count in parentheses: 'Start: Insurer receives the third party claim submitted by attorney (4)', 'Insurer submits the Claim document to Mitchell (4)', 'Time Interval (4)', '02:00 IST12:30 PST (4)', '01:00 IST11:30PST (4)', '00:00 IST10:30PST (4)', '05:00 IST15:30 PST (4)', '12:00 IST22:30 PST (4)', and '03:00 IST13:30 PST (4)'. A yellow circle highlights the '+' icon next to the first activity.

17 Click this dropdown to select the mode



18 Click "Observations" to validate the input



19

Use the observations to validate the input and make necessary changes as per the As-Is operating model

The screenshot displays a software interface for process analysis. On the left, a process flow diagram is visible with a box labeled "04:00 IST 14:30 PST". Above the diagram are "Zoom In" and "Zoom Out" buttons. The main panel is titled "Observations" and contains a "Business Rules" section with a dropdown arrow. Below this, a summary states "Following Forms appear in > 90% of activities". A section titled "Forms automation" shows two data points: "Digital Mode" at 22% (represented by a green box) and "Non Digital Mode" at 76% (represented by a yellow box). A "Legend" button is located in the top right corner.