Leverage Workiva's Process and Automation capabilities to automate certifications and more

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Today's Speakers

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Agenda

1 A&C Overview

2 Certifications Overview

3 Certifications - Status

4 Demo & Capabilities

5 Roadmap & Next Steps

6 Questions
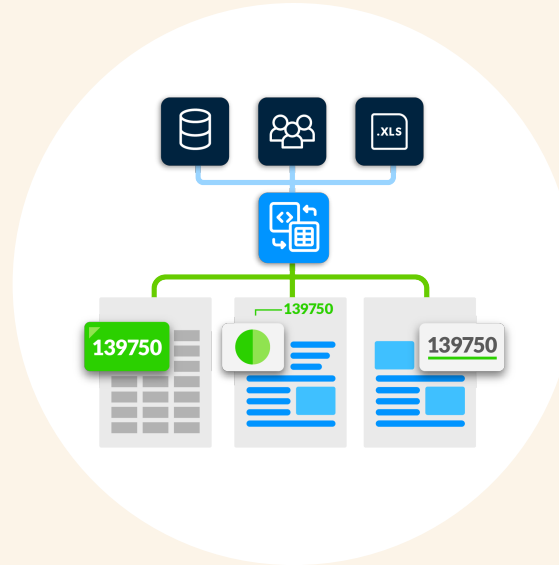
Automation & Connectivity

Our customers **struggle** with
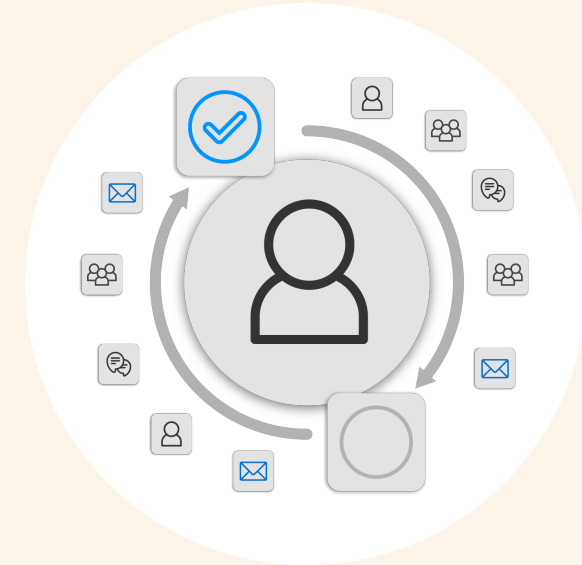business process and human management complexity

Areas of Complexity

End Report Complexity

Data Management Complexity

Business Process Complexity

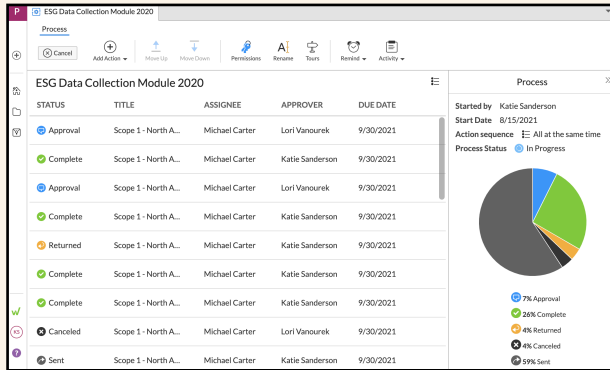**Solving the Universal Challenges of Complex Work**

Data Transparency | Data Integrity | Collaboration | Data Availability | Workflow | Task Management

Automation & Connectivity Vision

*"Our **Automation & Connectivity** capabilities will enable value-added work and increase capacity to scale for our customers by giving them the ability to **simplify**, **standardize** and **automate** their business and data **processes** that are complex, cross-functional & often require human judgement."*

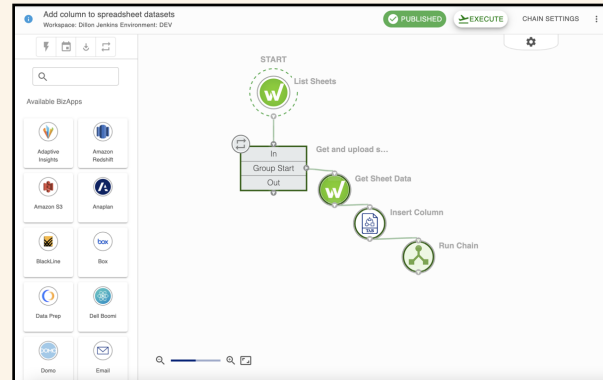workiva | PARTNER

Automation and Connectivity Experiences

Processes

- Automate simple checklists
- Track & manage data collections
- Certifications (coming soon)

Chain Builder

- Build advanced workflows that can integrate with external systems
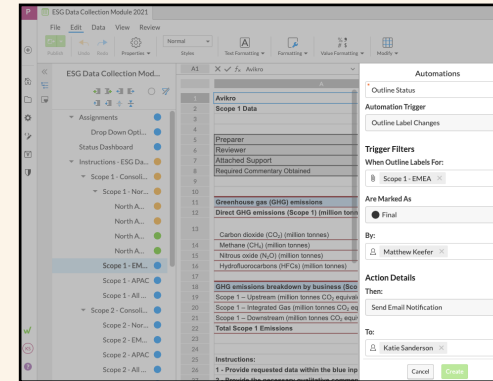
Integrated Automations

- Create quick in-app automations to accelerate work (*e.g., receive an email when outline labels change*)
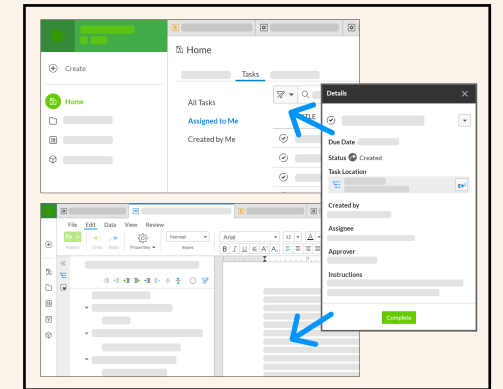
Tasks

- Send single, simple tasks to assign others work to do from the same environment that you use to create your documents and reports, or from Home

Poll: Integrated Automations

Are you currently using Integrated Automations?

1. Yes
2. No

Interoperable Ecosystem

Process

Chains

Integrated Autos

Process

Chains

Chains

Integrated Autos

Scripts

Connectors

External Apps

Certifications

Certifications Overview

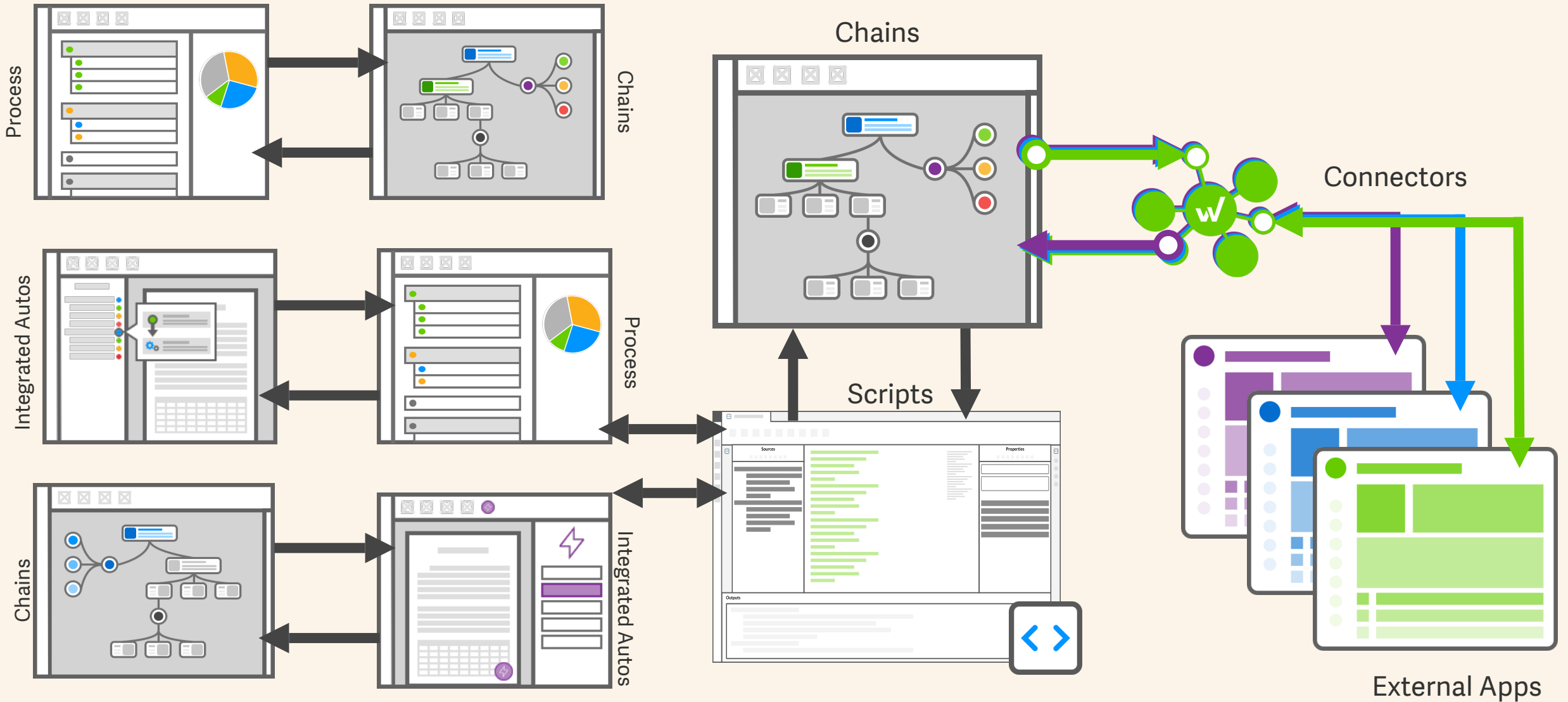Certifications are signed and approved letters. These letters are specific to their use case and often contain questions, answers, and statements that signers are 'certifying' as correct, to the best of their knowledge.

- Automated orchestration of signers and approvers routing

- Time stamped signatures with audit trail

- Consensus logic enforced

- Exception reporting

- Status Monitoring

- PDF ready

AVIKRO

Thank you for registering for the Avikro annual conference. As an attendee, you are invited to join the Avikro **annual raffle**!

Please answer the following questions to verify your eligibility to participate.

Do you work for a government agency?

☑ Yes   ○ No

Stacia Wilson   9/1/2022 8:32PM
Local city council

_____

Stacia B. Wilson   9/1/2022 8:32 PM
_____

Stacia Wilson   Date

Example use cases for certification

SEC filing sign-offs: CEO and CFO sign-off

Integrated Risk controls testing (SOX 404)

Director and Officer - Section 16 Filings (Form 3,4,5)

Comprehensive Capital Analysis and Review (CCAR)

Company policies (security, data compliance, custom cases etc.)

Workiva's plans for certifications

- Classic certifications will be deprecated June 2023.

- We will replace classic certifications with a process builder-based solution.

- There will be incremental beta releases with potential for early adoption by use case.

Demo

New Solution: Perks and Gaps

Perks

- Flexible process definitions
- Enhanced letter builder
- Finer control of settings
- Owner/Editor/Viewer permissions model
- More intuitive user experience
- Roadmap for future enhancements

Gaps

- Custom schedule for reminders
  - Custom text <u>will</u> be available on day 1
  - GA: reminder schedule is 3 days before, day of, every day until done
- Tagging
  - A more robust solution using custom extendible fields will come after day 1
- Advanced dashboard insights
  - i.e. countdown to filing day, etc.
- POC / CC on emails
- Intro text pop up

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Migration and Archive

Archive historical Certifications
- Save PDF of signed letters, attachments, activity logs

Migration
- Migration assessment
  - Identify user migration needs (Certs, DC, SOX controls, etc.)
  - Identify beta phase and customer readiness for migration
- Self-serve tool: migrate process, letter definitions, templates, etc.

Release + Migration Waves

~Q2 2023

Closed Beta

1 signer, 1 approver

Simple text in letter

(Invite-only customers)

(No migration)

Q4 2022

Limited availability

1 signer, 1 approver certs

Letter templates

Reports (basic)

Login-less access

(production and migration ready)

Limited availability

Multiple signers, approvers per step

(production and migration ready)

Early adopter program

Questions, exceptions

Rich-text

Comments, attachments

Copy a process

(On customer request)

~ Q1 2023

Limited availability

Multi-step signers, approvers

Skip and mark as signed

(production and migration ready)

General availability

Add custom text in email

June 2023

Poll: Early Access

Do you want to have access to the BETA versions?

1. Yes
2. No