



Introduction to Infocapture

What is Infocapture?

A [Business Process Management application](#) for creating bespoke e-forms and workflows to match your existing business processes. Save time, paperwork, and resources by leveraging the strength of the Infocapture platform.

E-Forms can contain multiple fields and sections, with areas of the form dynamically hidden or shown based on the data previously entered. To ensure employees move through each process efficiently, automatic notifications can be issued once certain timeframes have been reached or conditions have been met. Service Level Agreements can act as timers to record the progress of each form reported, enabling urgent tickets to be flagged sooner than those that have a lower priority.

Your homepage can include dashboard components, allowing you to view and analyse critical information about your Infocapture workflows at a glance.

Beginner guides index

These guides are intended for site administrators - those who will create and maintain the e-forms. It is recommended that you start at the top and read through in order:

[Project properties](#)

[Project roles & permissions](#)

[Creating a form](#)

[Statuses](#)

[Conditions](#)

[Triggers](#)

[Field visibility](#)

[Automatic Changes](#)

[SLA](#)

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[Notifications](#)

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Further learning

If you'd like to see some pre-made forms to assist your learning, take a look at [our free Infocapture templates](#).

If you're confident with the basics, browse the [Infocapture advanced tips](#) knowledgebase articles.

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