ODYSSEY
Digital Process Automation

Odyssey Use Case
Statement of Work Generation

Pantheon's Odyssey Digital Automation Platform tackles the problems of integration, scheduling, routing, approvals, reporting and auditing. Odyssey brings together your existing applications, operating systems, databases in new and exciting ways, and it makes complex interactions faster and more consistent.

This document contains a real-world Use Case of how our customers have used Odyssey to extend their capabilities, bring speed and precision to their work, and allow employees to get more done in less time.

pantheon™
the digital automation company

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Statement of Work Generation

A customer wanted the ability to generate standardized Statements of Work for their dealings with third parties. A workflow was created that would enforce collection of the appropriate information before generating an official Statement of Work.

The Contracts department started the contract process by entering initial details about the third-party (unless it is already in the system, in which case HR selects it). Contracts clicks Send to go to the next stage.

The system sends to the contact email of the third-party a link and instructions for the process. The third-party opens their form and supplies their information. Automatic form validation enforces basic checks on fields (such as all the required fields are completed, and telephone numbers are appropriately formatted). When done, the third-party clicks Submit.

The system notifies Contracts that the third-party has supplied the information. Contracts opens a form with the required information to verify it is suitable. If the information is not suitable, Contracts Rejects the form data and it goes back to the third-party for amendment. If Contracts approves, Contracts then selects the appropriate Statement of Work to use for this statement. The system fills in the template with information gathered from third-party, and generates a Portable Document File (PDF) version of the Statement of Work.

Contracts performs one final verification of the Statement of Work. If Contracts approves, the document is sent to the third-party for signature. If Contracts rejects the generated Statement of Work, Contracts can re-select a Statement of Work template, or reject the information and send it back to the third-party for further amendment. In no case does Contracts edit the Statement of Work directly, ensuring uniformity and adherence to legal and organizational standards.