

Chapter 1- Case Studies

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Case study (Part 4)

Use Case 1

If Application 1 changes or update any office name or any GEO (District) name then the other 3 applications will sync the GEO (District) name accordingly otherwise the data mismatch will happen.

First of all, All the applications (application 1, application 2, application 3, and application 4) will be connected with the central JSIF Coredata system through a JSB (Judicial Service Bus) service where actual data has been stored, if application 1 wants to change or update the data it can update the data through the JSB service in JISF Coredata.

Application 1 and the rest of the applications are also connected with each other through API services, and all 4 applications are shared their services, so any new update will always be known to every application.

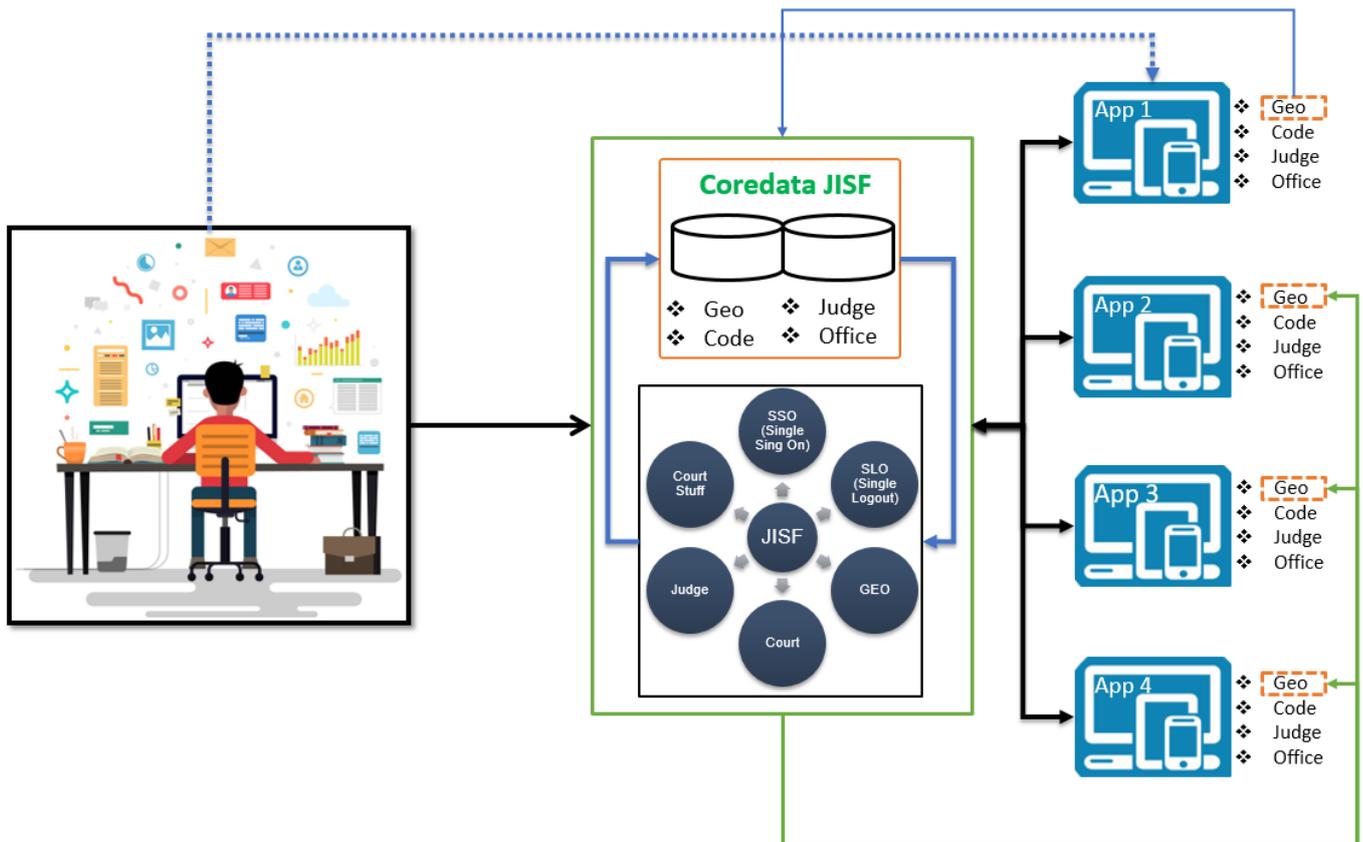


Figure: Use case 1

in this picture we see user

Case Study (Part 1)

Introduction

Despite the push for government modernization, most of the Asian countries have not yet achieved the main purpose of a digital strategy - to maximize the government's economic, Judiciary system, social and political impact on quality of life through the implementation of ICTs. Government agencies and departments adopt scanning and imaging technology to achieve regulatory compliance and gain the efficiency of digital records, but digitization projects often fail to deliver the expected benefits.

Why it's important?

Digitization means much more than just scanning a paper document and converting it to a digital file. A slow, inefficient paper-based process cannot be instantly improved just by moving outdated practices and processes to a new platform. A complete digital archive or records modernization model requires a strategy and implementation plan that covers every step from process redesign to digitization, technology platform, implementation and ongoing support, and most of all, that the relevant information for any stakeholder can be displayed. Often overlooked is that agencies need more than technology for modernization - they also need professionals to implement and maintain digital processes. Without the proper infrastructure and strategy, digitized workflows and archives yield limited results.

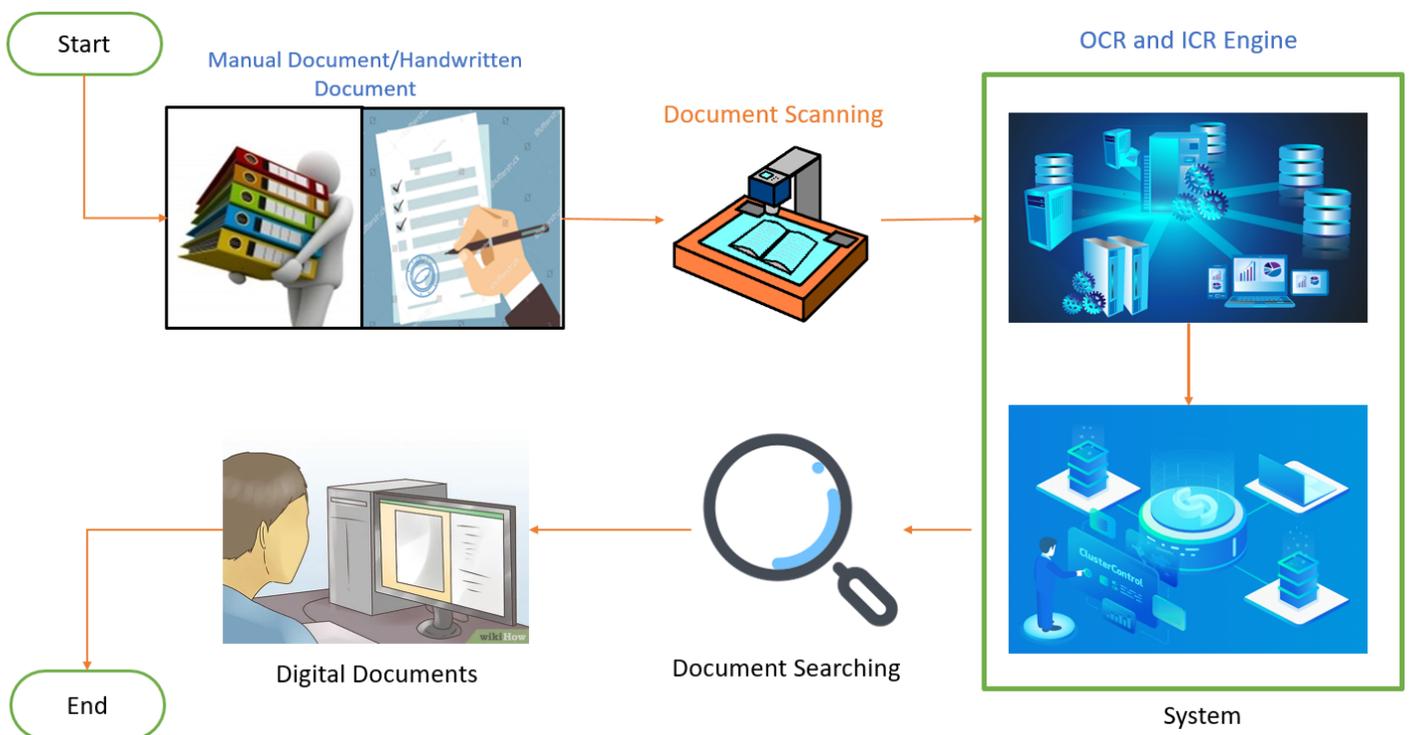


Figure: eDocumentation process at a glance

The whole process will start with manual document and the outcome of the whole system will be a digital document.

First of all, the paper and handwritten document need to scan properly.

Secondly, the scanned document will be converted a doc file using the intelligent system likely OCR (optical character recognition), ICR (intelligent character recognition) these two technology will be applicable for convert the scanned document into digital document. Finally, after the conversion process is completed the system will automatically store the converted file in the cloud store or system database. Government officials can easily search the file from the database through the system.

A complete digital workflow solution based on documents, scans, captures, stores and manages documents in a flexible format along with meaningful metadata, whereas scanning alone converts paper documents into a static (and relatively un-useful) electronic format. Additionally, scanning does not address other important stages of modernization such as document management, access, and storage.

Besides scanning, a fully capable digital, archive, or records modernization model needs:

- Capture technology. Depending on the agency's specific needs, capture technology may include OCR, ICR, and the ability to capture highlights from scanned paper. A high-quality scan is a must.
- Automated process with workflow. Productivity comes from automating workflows and eliminating manual, paper-based processes. The option of enabling workflow in a document management system allows agencies to automate work processes such as document routing, approval, and/or sign-off.
- Facilitated search and retrieval of documents. The system should facilitate both automatic and manual file tagging for multiple indeed metadata fields to aid government works and citizens in document search and retrieval.
- Security settings to manage system access and monitor system activity. These settings may include document access rights to establish which documents an authorized user can access, as well as user rights to control the actions an individual can perform.
- Training for records management. The process should be known and applied by all the persons involved in the organization.

Case study (Part 6)

Use case 2

Application 1 changes or update any employee name or BBS code of the office all the other application will automatically sync their database with the latest or new data through the API service.

When every user will log in to the system, the user should get his concern services from the system as well as other integrated apps. The other system or applications will connect through SSO (Single Sign-On) with the Central system.

A unique user id will be provided from the system to all the users. Each user id will contain users' personal and professional information. After login into the system, the unique id will drive the user to the central database where all the other systems are connected with the user id the system will define the specific user as judge or court staff. If the user is a judge then the system will smartly show the Judge services or the user is court staff then the system will show the court staff user applicaitons and services.

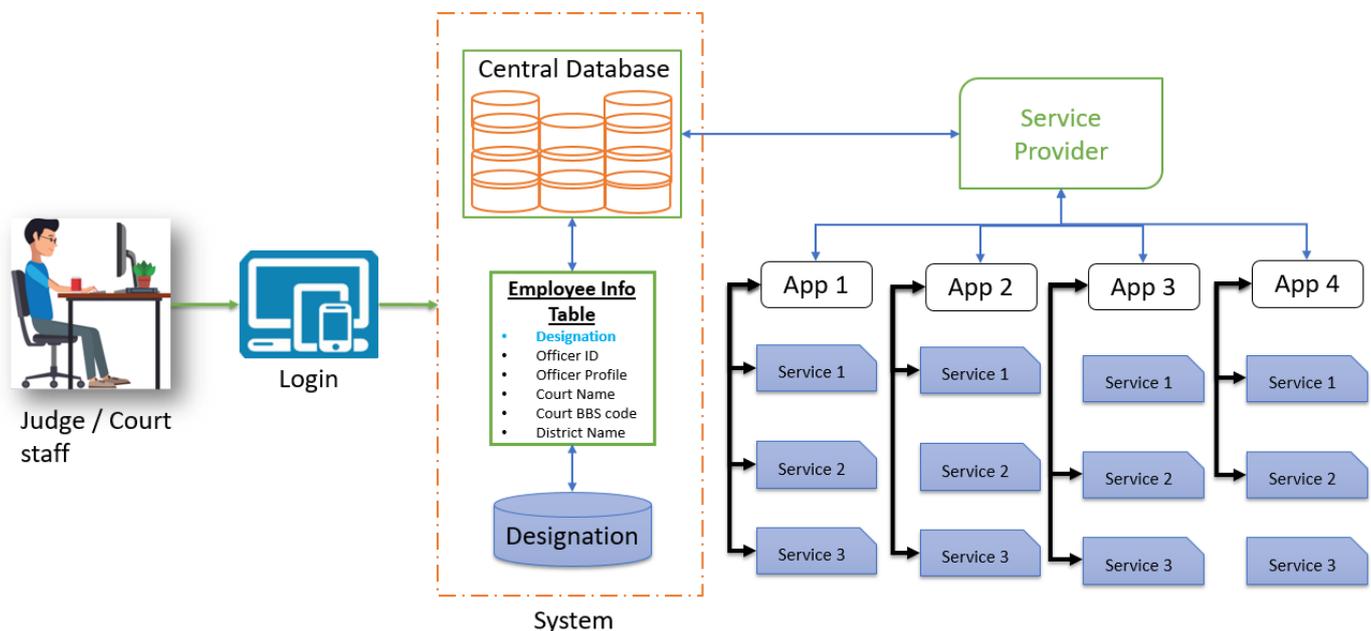


Figure: User case 2

Case Study (Part 2)

What is the use of manual/paper documents, handwritten document, and digital document?

Use case

In Today's, a lot of the documents in government offices are handwritten and manual paper documents. Manual documents are very inefficient and mistakable during preparation time. Besides handwritten documents are hard to read after developing the document. Manual documents need a lot of space to take sorted, in the age of science written documents and manual documents get older and slower to handle from one office to another office as well as government officials for signature. The manual document has a high chance of getting lost.

Figure: Digital documentation proces flow

Use case (digital documentation):

In today's world digital documentation is more valuable, time-saving, and reliable for office works. First of all, A digital system needs to build for convert manual/paper document and handwritten documents into a Docx, doc, or pdf electronic document. Secondly, in converting process there will be some tools that will work for the recognition system. Finally, the system will make an output for the document and store the document into the system which can be easily used as an electronic document.

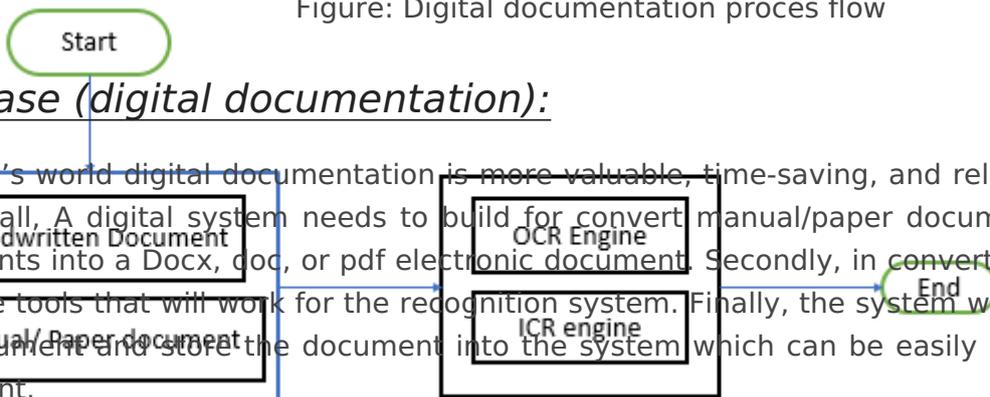


Figure: Digital documentation

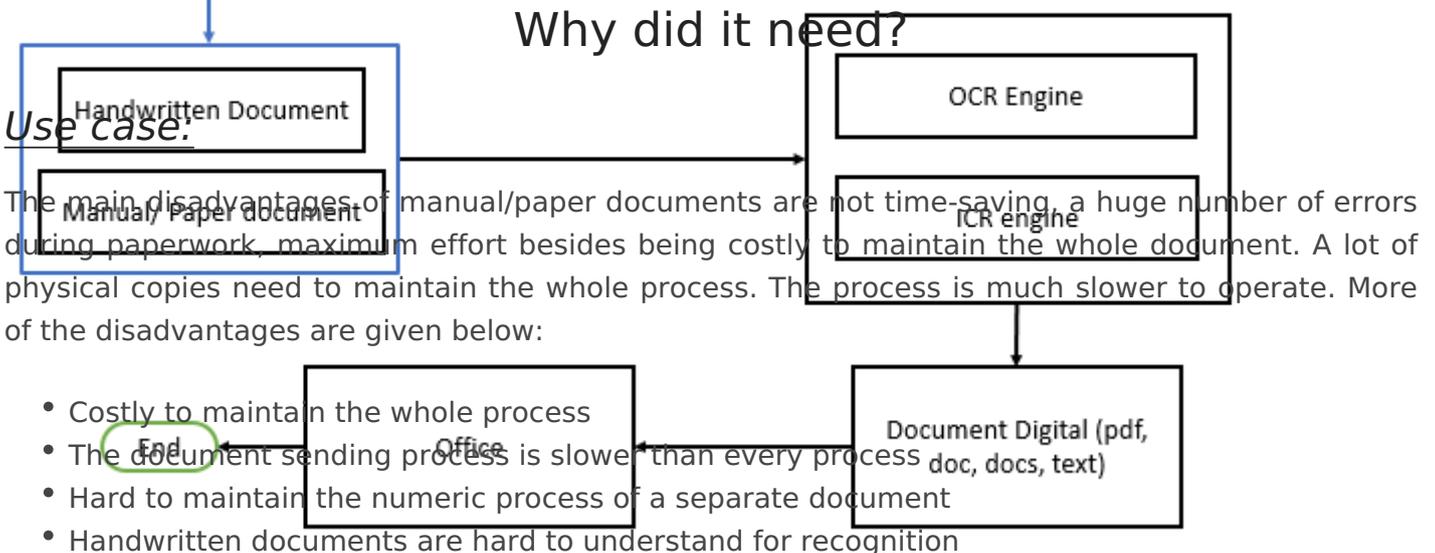


Figure: Current way in documentation process

Case study (Part 3)

Introduction

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Case Study (Part 5)

Use case (Digital document)

The main advantages of digital (OCR and ICR) technology are saved time, decreased errors, and minimized effort. It also enables actions that are not capable of physical copies such as compressing into ZIP files, highlighting keywords, incorporating them into a website, and attaching them to an email.

While taking images of documents enables them to be digitally archived, OCR and ICR provide the added functionality of being able to edit and search those documents.

- Less expensive
- The documentation process is faster than any other process
- There is no handwritten process
- Plug and play feature programmed

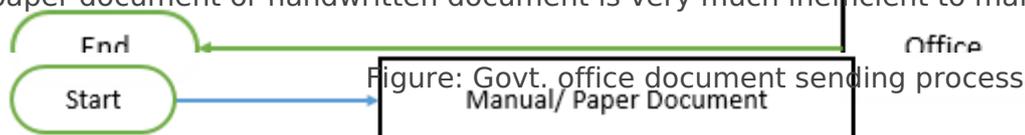
Easy to maintain the whole process



Use case:

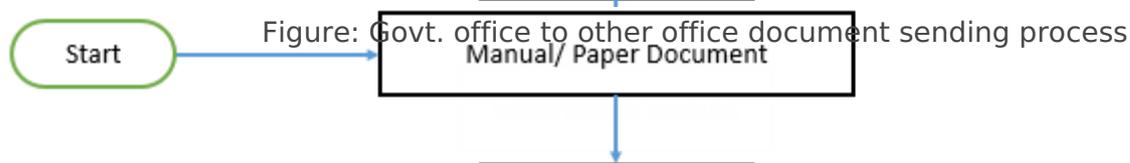
In the current situation government officials are working manually in document preparation and document preservation.

First of all, which document needs to prepare and who will prepare the document is the first question then it needs to make team develop the whole document. Document preparation is an extra pressure for a government officials to work with. Most importantly this manual document/paper document or handwritten document is very much inefficient to maintain its value.



Use case (Digital document)

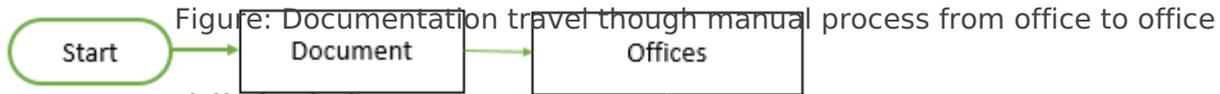
Using this advanced system government officials will give minimum input for maximum output.



Where it will be deployed?

Use case

Every government office uses manual/paper documents and handwritten documents. Paper works are hard to find when they needed to serve. In manual paperwork important documents can be lost.



Use case (digital document)

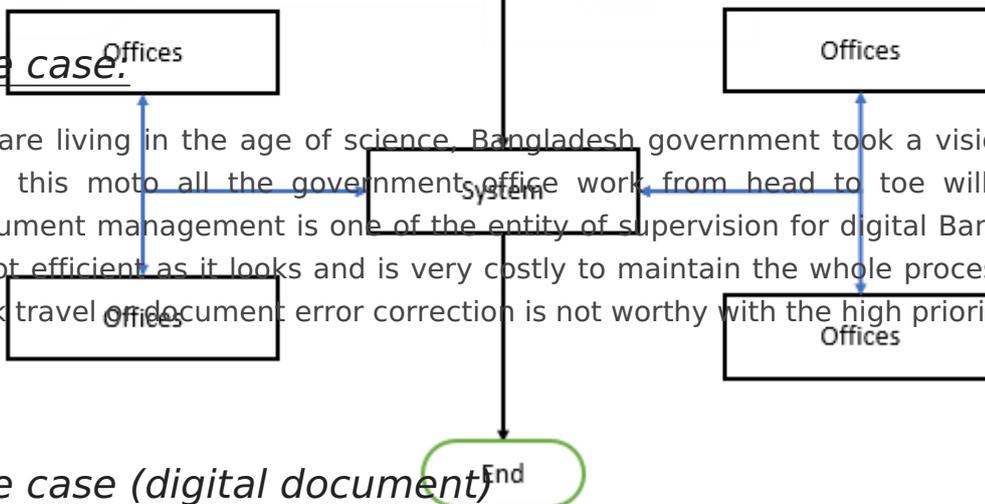
After the conversion of the documents, all the documents will be uploaded into the office common server and database, where every office will connect through an online system. Government officials can easily maintain the task easily.



When will be digital document deployed?

Use case

We are living in the age of science. Bangladesh government took a vision for digital Bangladesh, with this moto all the government office work from head to toe will be in a digital system. Document management is one of the entity of supervision for digital Bangladesh. This old process is not efficient as it looks and is very costly to maintain the whole process. The latency of desk to desk travel or document error correction is not worthy with the high priority document.



Use case (digital document)

In the automated system, the whole process will take a little time to build a new e-document that can be shared easily from anywhere in the world at any time. The operation of the system will be very much handy for government officials with individual IDs and accounts.

Case Study (Part 7)

How can government officials and employees use the system?

First of all, after the development is done the system will be implemented with another digital system Doctor. E-document will become a feature of JISF. Secondly, government officials will have their official workshop on the e-document feature as well as JISF. Finally, government officials can do the operation on their desks. The system will be developed with follow idea enterprise architectural model. The scope of the system is given below.

Figure: Training process

Training Process

