

Sample Process Document

The benefits include: cost reduction; increased productivity; improved safety; higher morale; and the ability to meet the changing expectations of your customers. Step-by-step, the authors guide you through the creation and implementation of a process master. You will learn: Identify and gain control of your organization's key processes. Get the right people involved. Establish boundaries and measures. Use the process master to support ISO and HACCP compliance. Process Mastering contains two fully completed sample Process Masters as well as numerous improvement examples. An appendix provides blank Process Master forms and shows you how to use a Deployment Flow Chart.

Completely revised and updated, the Second Edition of Site Assessment and Remediation Handbook provides coverage of new procedures and technologies for an expanded range of site investigations. With over 700 figures, tables, and flow charts, the handbook is a comprehensive resource for engineers, geologists, and hydrologists conducting site investigation, and a one-stop, technical reference for environmental attorneys.

We have described the development of a new micro-payment system, NetPay, featuring different ways of managing electronic money, or e-coins. NetPay provides an off-line, anonymous protocol that supports high-volume, low-cost electronic transactions over the Internet. We developed three kinds of e-wallets to manage coins in a NetPay-based system: a server-side e-wallet allowing multiple computer access to coins; a client-side e-wallet allowing customer PC management of the e-coins, and a cookie-based e-wallet cache to improve performance of the client-side e-wallet communication overhead. Experiences to date with NetPay prototypes have demonstrated it provides an effective micro-payment strategy and customers welcome the ability to manage their electronic coins in different ways. References 1.

Dai, X. and Lo, B.: NetPay – An Efficient Protocol for Micropayments on the WWW. Fifth Australian World Wide Web Conference, Australia (1999) 2. Dai, X., Grundy, J. and Lo, B.: Comparing and contrasting micro-payment models for-commerce systems, International Conferences of Info-tech and Info-net (ICII), China (2001) 3. Dai, X., Grundy, J.:

Architecture of a Micro-Payment System for Thin-Client Web Applications. In Proceedings of the 2002 International Conference on Internet Computing, Las Vegas, CSREA Press, June 24-27, 444--450 4. Dai, X. and Grundy J.:

"Customer Perception of a Thin-client Micro-payment System Issues and Experiences", Journal of End User Computing, 15(4), pp 62-77, (2003).

"A First Course in Machine Learning by Simon Rogers and Mark Girolami is the best introductory book for ML currently available. It combines rigor and precision with accessibility, starts from a detailed explanation of the basic foundations of Bayesian analysis in the simplest of settings, and goes all the way to the frontiers of the subject such as infinite mixture models, GPs, and MCMC." —Devdatt Dubhashi, Professor, Department of Computer Science and Engineering, Chalmers University, Sweden "This textbook manages to be easier to read than other comparable books in the subject while retaining all the rigorous treatment needed. The new chapters put it at the forefront of the field by covering topics that have become mainstream in machine learning over the last decade." —Daniel Barbara, George Mason University, Fairfax, Virginia, USA "The new edition of A First Course in Machine Learning by Rogers and Girolami is an excellent introduction to the use of statistical methods in machine learning. The book introduces concepts such as mathematical modeling, inference, and prediction, providing 'just in time' the essential background on linear algebra, calculus, and probability theory that the reader needs to understand these concepts."

—Daniel Ortiz-Arroyo, Associate Professor, Aalborg University Esbjerg, Denmark "I was impressed by how closely the material aligns with the needs of an introductory course on machine learning, which is its greatest strength...Overall, this is a pragmatic and helpful book, which is well-aligned to the needs of an introductory course and one that I will be looking at for my own students in coming months."

—David Clifton, University of Oxford, UK "The first edition of this book was already an excellent introductory text on machine learning for an advanced undergraduate or taught masters level course, or indeed for anybody who wants to learn about an interesting and important field of computer science. The additional chapters of advanced material on Gaussian process, MCMC and mixture modeling provide an ideal basis for practical projects, without disturbing the very clear and readable exposition of the basics contained in the first part of the book." —Gavin Cawley, Senior Lecturer, School of Computing Sciences, University of East Anglia, UK "This book could be used for junior/senior undergraduate students or first-year graduate students, as well as individuals who want to explore the field of machine learning...The book introduces not only the concepts but the underlying ideas on algorithm implementation from a critical thinking perspective." —Guangzhi Qu, Oakland University, Rochester, Michigan, USA

Automate the processing of scanned and digital documents by improving accuracy using web-based open and modern intelligent document capture software About This Book Learn how to implement the benefits of intelligent document capture using Ephesoft Enterprise 4 Leverage the power of the open platform to run it as a classic intake capture system to make your current portals or applications more intelligent A practical guide providing examples for optimizing document capture for your business Who This Book Is For This book is intended for information technology professionals interested in installing and configuring Ephesoft Enterprise for their organization, but it is a valuable resource for anyone interested in learning about intelligent document capture. What You Will Learn Discover the benefits of using intelligent document capture in your work place Learn to capture, classify, and separate any type of document Extract important information from your documents Transfer the documents and data into your content management system Customize Ephesoft to meet your unique business requirements Understand the integration techniques using the Ephesoft web services API Convert your paper archive to electronic records efficiently Automate business processes that depend on documents in paper, fax, or email attachment format Implement distributed capture for mailroom automation In Detail Every organization, public or private, processes documents in various formats, especially paper and fax formats. Processing documents manually is an expensive and time-consuming endeavor. Ephesoft Enterprise is a modern

document capture solution that allows an organization to automate the business process. It uses powerful technology to classify and capture the vital information from the document's content. This helps to minimize the time your company spends on reviewing and processing any physical and electronic documents. This book teaches you about document capture in general and implementation of document capture using Ephesoft. Start by learning about document capture and how Ephesoft revolutionized the industry. Progress to a tour of key features, including operator and administrator interfaces and then learn to configure Ephesoft to process your business's specific document types and extract content from those documents. You will also get to know the advanced customization techniques that make Ephesoft accommodate your unique business needs. Finally, the book concludes by teaching you how to embed the classification and extraction functionality using Ephesoft's web services. By the end, you will learn to optimize the processing of your documents, saving your company time and money. Style and approach This is a step-by-step guide on how to configure and use Ephesoft using an accounts payable use case. The book will start with basic techniques and progress to more advanced features that allow you to leverage the power for a modern powerful capture system.

Enterprise Modeling: Improving Global Industrial Competitiveness gives an overview of the current state-of-the-art in enterprise modeling and its application. Enterprise modeling is both a concept and a tool that is highly developed at the research level, but which still promises many new industrial applications. Enterprise models constitute a theoretical basis for the information system in an enterprise and are regarded by many as a substantial opportunity to improve global industrial competitiveness. Enterprise Modeling: Improving Global Industrial Competitiveness gives the reader an understanding of enterprise modeling as a concept and provides examples of its application by describing some of the currently available tools. It is organized in five parts: overview and international trends, the basis of enterprise modeling, application areas, implementation, and industrial experience with enterprise modeling. Enterprise Modeling: Improving Global Industrial Competitiveness is useful to developers of business information systems, users of technical information systems, engineers within operations management, and engineers and economists dealing with performance assessment and improvement. Enterprise Modeling: Improving Global Industrial Competitiveness is suitable as a secondary text for a graduate level course, and as a reference for researchers and practitioners in industry.

"The book's chapters provide background on how and why the CIPP (Context, Input, Process, Product) Model was developed; a detailed presentation of the model; an explanation of the key role of an evaluation-oriented leader, who can decide what and when to evaluate; detailed presentations on evaluation design, budgeting, and contracting; procedures and tools for collecting, analyzing, and reporting evaluation information; and procedures for conducting standards-based meta-evaluations (evaluations of evaluations). These topics are interspersed with illustrative evaluation cases in such areas as education, housing, and military personnel evaluation"--

Annotation The must-have reference for users and implementers of Oracle Release 11i. This book provides the critical information required to configure and operate the Release11i applications in one book. Several readers have told us they saved tens of thousands of dollars after reading the previous edition of this book. Special Edition Using Oracle 11i has about 40% new content over the previous version including a new projects chapter, a new order management chapter, screen shots, tips, and, Release11i specific material. This book is the most complete reference available for the latest release of the Oracle financial, manufacturing, HRMS, and projects applications. Part 1 introduces the Oracle ERP applications and Release11i concepts. Part 2 educates the reader on proven techniques for implementing these complex and integrated systems. Part 3 discusses configuration and usage of each of the financial, distribution, manufacturing, HRMS, and project applications. Part 4 discusses working with Oracle Support, consulting firms, and compatible software vendors. The appendixes review the employment market, consulting opportunities, and provide the reader with an implementation checklist. All of Release11i's new features are covered in-depth and in practical terms. Not only will readers understand Oracle's new capabilities, they will be able to apply them right away. The authors are highly respected consultants from BOSS Corporation. They have worked with the Oracle Applications for over eight years since Release 9. Each chapter is written and edited by an expert consultant on that topic. The authors have published many white papers and newsletters about the Oracle Applications. BOSS Corporation is an active sponsor of the Oracle Applications User Group (OAUG). The authors have attended the last 14 national conferences, presented more than a dozen white papers at OAUG conferences, participated in the vendor exhibit hall, identified key words for white paper classification, and edited articles that are included in OAUG publications.

This book includes a set of rigorously reviewed world-class manuscripts addressing and detailing state-of-the-art research projects in the areas of Computing Sciences, Software Engineering and Systems. The book presents selected papers from the conference proceedings of the International Conference on Systems, Computing Sciences and Software Engineering (SCSS 2006). All aspects of the conference were managed on-line.

This book provides facility managers with an easy-to-use annotated guide to completing a Process Safety Management/Risk Management Planning (PSM/RMP) audit and determining compliance. Using this reference, you'll learn how to evaluate current regulatory thinking and interpretations and develop a compliant and functioning PSM/RMP program. To simplify your process, the authors provide detailed examples of materials used in compliance audits, extensive examples of compliant programs, and relevant sample documents. PSM/RMP Auditing Handbook presents compliance audit guidelines in a question-and-answer format with the authors' interpretive answers to each. The PSM checklists examine such issues as employee participation, process-safety information, process-hazards analysis, operating procedures, training, contractors, pre-startup safety reviews, hot work permits, incident investigation, and trade secrets. The RMP checklists include worst-case analysis, five-year accident history, management responsibility, document management, safety information, hazard review, operating procedures, training, maintenance, and incident investigations. Special features include a detailed summary of each paragraph of both standards; the complete text of the Code of Federal Regulations (CFR) Title 40 Part 68 and CFR Title 29 Part 1910.119; and where practical, references to Internet addresses or web pages containing pertinent rules or requirement information.

This book constitutes the refereed proceedings of nine international workshops held in Beijing, China, in conjunction with the 11th International Conference on Business Process Management, BPM 2013, in August 2013. The nine workshops comprised Business Process Intelligence (BPI 2013), Business Process Management and Social Software (BPMS2 2013), Data- and Artifact-

Centric BPM (DAB 2013), Decision Mining and Modeling for Business Processes (DeMiMoP 2013), Emerging Topics in Business Process Management (ETBPM 2013), Process-Aware Logistics Systems (PALS 2013), Process Model Collections: Management and Reuse (PMC-MR 2013), Security in Business Processes (SBP 2013) and Theory and Applications of Process Visualization (TAProViz 2013). The 38 revised full papers presented were carefully reviewed and selected from 74 submissions.

The laws relating to anti-doping change rapidly, and the World Anti-Doping Code has been at the centre of significant developments in this area over the last ten years. Since the first edition of this guide, the amended 2009 Code has come into effect and been applied in various decisions before national sporting tribunals and the Court of Arbitration for Sport. This second edition covers the significant changes introduced by the 2009 Code. More than forty summaries of recent cases illustrate the operation of the key provisions of the 2009 Code, in particular the articles relating to anti-doping rule violations and sanctions. (Volume 34) Parts 723 -789

The second edition of this comprehensive handbook of computer and information security provides the most complete view of computer security and privacy available. It offers in-depth coverage of security theory, technology, and practice as they relate to established technologies as well as recent advances. It explores practical solutions to many security issues. Individual chapters are authored by leading experts in the field and address the immediate and long-term challenges in the authors' respective areas of expertise. The book is organized into 10 parts comprised of 70 contributed chapters by leading experts in the areas of networking and systems security, information management, cyber warfare and security, encryption technology, privacy, data storage, physical security, and a host of advanced security topics. New to this edition are chapters on intrusion detection, securing the cloud, securing web apps, ethical hacking, cyber forensics, physical security, disaster recovery, cyber attack deterrence, and more. Chapters by leaders in the field on theory and practice of computer and information security technology, allowing the reader to develop a new level of technical expertise. Comprehensive and up-to-date coverage of security issues allows the reader to remain current and fully informed from multiple viewpoints. Presents methods of analysis and problem-solving techniques, enhancing the reader's grasp of the material and ability to implement practical solutions.

"The book describes the design rules required to document, implement, and demonstrate quality management system effectiveness in compliance with the latest version of the ISO 9000 International Standard. This systematic and engineering approach simplifies the many complexities in maintaining compliance with ISO standards. This hands-on guide is packed with tips and insights the author has garnered from personally designing quality management systems that integrate organizational strategy with quality management. Moreover, the book helps professionals create meaningful documentation and a user-friendly, informative quality manual that together form the core of an effective and responsive quality management system."--Jacket.

The New York Times bestselling author of *Better* and *Complications* reveals the surprising power of the ordinary checklist. We live in a world of great and increasing complexity, where even the most expert professionals struggle to master the tasks they face. Longer training, ever more advanced technologies—neither seems to prevent grievous errors. But in a hopeful turn, acclaimed surgeon and writer Atul Gawande finds a remedy in the humblest and simplest of techniques: the checklist. First introduced decades ago by the U.S. Air Force, checklists have enabled pilots to fly aircraft of mind-boggling sophistication. Now innovative checklists are being adopted in hospitals around the world, helping doctors and nurses respond to everything from flu epidemics to avalanches. Even in the immensely complex world of surgery, a simple ninety-second variant has cut the rate of fatalities by more than a third. In riveting stories, Gawande takes us from Austria, where an emergency checklist saved a drowning victim who had spent half an hour underwater, to Michigan, where a cleanliness checklist in intensive care units virtually eliminated a type of deadly hospital infection. He explains how checklists actually work to prompt striking and immediate improvements. And he follows the checklist revolution into fields well beyond medicine, from disaster response to investment banking, skyscraper construction, and businesses of all kinds. An intellectual adventure in which lives are lost and saved and one simple idea makes a tremendous difference, *The Checklist Manifesto* is essential reading for anyone working to get things right.

This book constitutes the refereed proceedings of the Advanced Workshop on Content Computing, AWCC 2004, held in Zhen Jiang, Jiang Su, China in November 2004. The 26 revised full papers and 36 revised short papers presented were carefully reviewed and selected from 194 submissions. The papers are organized in topical sections on mobile code and agent technology, content sharing and consistency management, networking infrastructure and performance, content aware security, multimedia content, content mining and knowledge extraction, Web services and content applications, content retrieval and management, and ontologies and knowledge conceptualization. The explosion of data analytics in the auditing profession demands a different kind of auditor. *Auditing: A Practical Approach with Data Analytics* prepares students for the rapidly changing demands of the auditing profession by meeting the data-driven requirements of today's workforce. Because no two audits are alike, this course uses a practical, case-based approach to help students develop professional judgement, think critically about the auditing process, and develop the decision-making skills necessary to perform a real-world audit. To further prepare students for the profession, this course integrates seamless exam review for successful completion of the CPA Exam.

The global shift toward delivering services online requires organizations to evolve from using traditional paper files and storage to more modern electronic methods. There has however been very little information on just how to navigate this change—until now. *Implementing Electronic Document and Record Management Systems* explains how to efficiently store and access electronic documents and records in a manner that allows quick and efficient access to information so an organization may meet the needs of its clients. The book addresses a host of issues related to electronic document and records management systems (EDRMS). From starting the project to systems administration, it details every aspect in relation to implementation and management processes. The text also explains managing cultural changes and business process re-engineering that organizations undergo as they switch from paper-based records to electronic documents. It offers case studies that examine how various organizations across the globe have implemented EDRMS. While the task of creating and employing an EDRMS may seem daunting at best, *Implementing Electronic Document and Record Management Systems* is the resource that can provide you with the direction and guidance you need to make the transition as seamless as possible.

PROC DOCUMENT by Example Using SAS demonstrates the practical uses of the DOCUMENT procedure, a part of the Output Delivery System, in SAS 9.3. Michael Tuchman explains how to work with PROC DOCUMENT, which is designed to store your SAS procedure output for replay at a later time without having to rerun your original SAS code. You'll learn how to: save a collection of procedure output, descriptive text, and supporting graphs that can be replayed as a single unit; save output once and distribute that same output in a variety of ODS formats such as HTML, CSV, and PDF; create custom reports by comparing output from the same procedure run at different points in time; create a table of contents for your output; modify the appearance of both textual and graphical ODS output even if the original data is no longer available or easily accessible; manage your tabular and graphical output by using descriptive labels, titles, and footnotes.

rearrange the original order of output in a procedure to suit your needs After using this book, you'll be able to quickly and easily create libraries of professional-looking output that are accessible at any time. This book is part of the SAS Press program.

Written by one of the leading experts in content managementsystems (CMS), this newly revised bestseller guides readers throughthe confusing-and often intimidating-task of building,implementing, running, and managing a CMS Updated to cover recent developments in online deliveyrsystems, as well as XML and related technologies Reflects valuable input from CMS users who attended theauthor's workshops, conferences, and courses An essential reference showing anyone involved in informationdelivery systems how to plan and implement a system that can handlelarge amounts of information and help achieve an organization'soverall goals

Every three years, worldwide forensics experts gather at the Interpol Forensic Science Symposium to exchange ideas and discuss scientific advances in the field of forensic science and criminal justice. Drawn from contributions made at the latest gathering in Lyon, France, Interpol's Forensic Science Review is a one-source reference providing a comp Anthrax has already been used as an instrument of bioterror, is a significant danger now, and is usually fatal in its inhalation form. Bioterrorism Anthrax teaches about the organism that causes anthrax, its transmission and prevention, its laboratory diagnosis, its clinical manifestations and diagnosis, its treatment, and the bioterror parameters of the disease. This course is geared toward healthcare professions, but it is clear enough for the general public.

This two volume set LNCS 7238 and LNCS 7239 constitutes the refereed proceedings of the 17th International Conference on Database Systems for Advanced Applications, DASFAA 2012, held in Busan, South Korea, in April 2012. The 44 revised full papers and 8 short papers presented together with 2 invited keynote papers, 8 industrial papers, 8 demo presentations, 4 tutorials and 1 panel paper were carefully reviewed and selected from a total of 159 submissions. The topics covered are query processing and optimization, data semantics, XML and semi-structured data, data mining and knowledge discovery, privacy and anonymity, data management in the Web, graphs and data mining applications, temporal and spatial data, top-k and skyline query processing, information retrieval and recommendation, indexing and search systems, cloud computing and scalability, memory-based query processing, semantic and decision support systems, social data, data mining.

Based on two of the most widely recognized software development models, CMM(/CMMI(, this unique new resource offers professionals practical "how to" guidance on software process improvement. The accompanying CD-ROM features valuable, timesaving templates that can be customized and used immediately.

The Handbook of Pharmaceutical Manufacturing Formulations, Third Edition: Volume Three, Liquid Products is an authoritative and practical guide to the art and science of formulating drugs for commercial manufacturing. With thoroughly revised and expanded content, this third volume of a six-volume set, compiles data from FDA and EMA new drug applications, patents and patent applications, and other sources of generic and proprietary formulations including author's own experience, to cover the broad spectrum of cGMP formulations and issues in using these formulations in a commercial setting. A must-have collection for pharmaceutical manufacturers, educational institutions, and regulatory authorities, this is an excellent platform for drug companies to benchmark their products and for generic companies to formulate drugs coming off patent. Features: ? Largest source of authoritative and practical formulations, cGMP compliance guidance and self-audit suggestions ? Differs from other publications on formulation science in that it focuses on readily scalable commercial formulations that can be adopted for cGMP manufacturing ? Tackles common difficulties in formulating drugs and presents details on stability testing, bioequivalence testing, and full compliance with drug product safety elements ? Written by a well-recognized authority on drug and dosage form development including biological drugs and alternative medicines

Updated to incorporate the latest features, tools, and functions of the new version of the popular word processing software, a detailed manual explains all the basics, as well as how to create sophisticated page layouts, insert forms and tables, use graphics, and create book-length documents with outlines and Master Documents. Original. (All Users)

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