

Using drag-and-drop design tools, business users can quickly create the forms they need and share them with internal users or with the world. Users have the convenience of quickly filling out an online form and uploading supporting documents. Once the form is completed, it can be imported into FileBound immediately to trigger workflow processes faster and without the need to scan documents.

- **Capture requests and automatically route them** to the right person or automated process, reducing time spent handling paper forms or tracking down emails
- **Gather information of virtually any kind** with less impact on staff by allowing the user to complete the form and add any additional information, such as documents associated to an application, insurance verification or receipts
- **Replace paper forms** (even forms that require signatures) that can become outdated, waste resources and take longer to process that electronic requests
- **Provide virtually anyone with the ability** to submit forms and documentation anytime, anywhere using any device they choose

Upland's FileBound delivers document and workflow automation applications that improve the operation of any organization by connecting users with the information they need to work more efficiently and effectively.

The screenshot shows the FileBound IDE interface. On the left is a sidebar with a 'Run' button at the top, followed by 'Toolbox' and 'Properties' tabs. The 'Toolbox' is active, showing a list of UI components: 'Main Text', 'Label', 'Page Number', 'Page Size', 'Input Fields', 'Single Line Text', 'Multi Line Text', 'Date', 'Signature', 'Buttons and Actions', 'Button', 'Drop Down', 'Checkbox', 'Image', 'No Layout', 'Radio Button', 'Image Link', 'Scroll View', 'Formulation', and 'URL'. The main workspace displays a web form titled 'FileBound Employment Application'. The form has a header with the FileBound logo and title. Below is a section 'Your Contact Information' with fields for 'First Name', 'Last Name', 'E-mail Address', and 'Phone'. There are two questions: 'What position are you applying for?' and 'What programming languages are you proficient at?'. The first question has a dropdown menu with 'Java' selected. The second question has a text area. At the bottom, there is a question 'What other technologies do you have experience with?' and a 'Submit' button.

Using standard templates and drag-and-drop design tools, non-technical FileBound users can quickly create and publish forms.

Benefits of FileBound E-forms

- Improves service to internal and external customers by reducing the time it takes to route and act on requests
- Allows business owners to quickly create or modify forms to meet business needs
- Saves time spent handling paper forms or trying to manually track requests via email
- Eliminates the risk that a form will be misplaced or overlooked

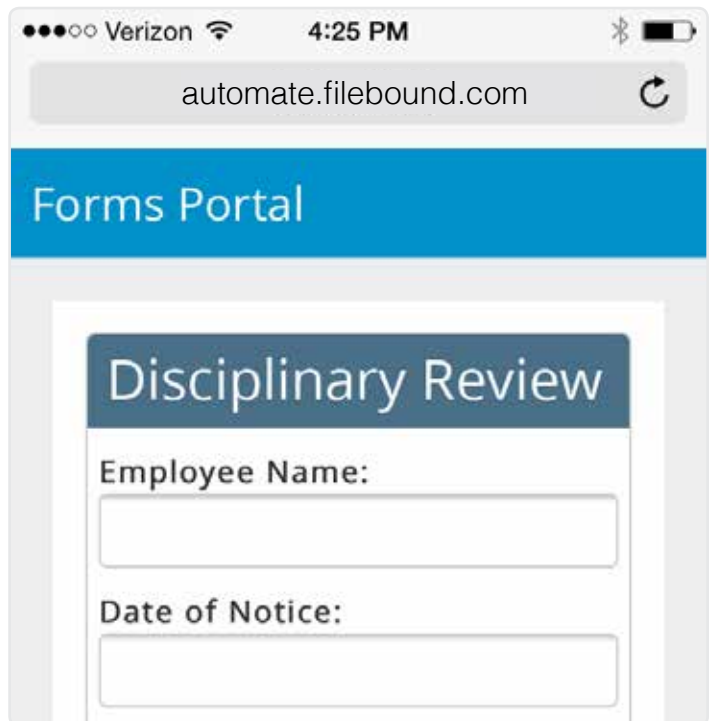
Features

- Capture signatures using a mouse or other signature capture device
- Supports creation of complex HTML forms for advanced designers
- Included in the standard FileBound Enterprise Edition with no usage limits
- Routes forms and/or attachments via workflow
- Includes basic templates that can be re-used or modified and allows designers to create their own templates to enforce internal branding standards
- Limit access to forms using FileBound passwords or usage codes
- Choose between standard forms and adaptable forms that optimize viewing on mobile devices

When used in conjunction with FileBound Workflow (also included in the FileBound Enterprise Edition), E-forms can drive game-changing productivity. Details at filebound.com.

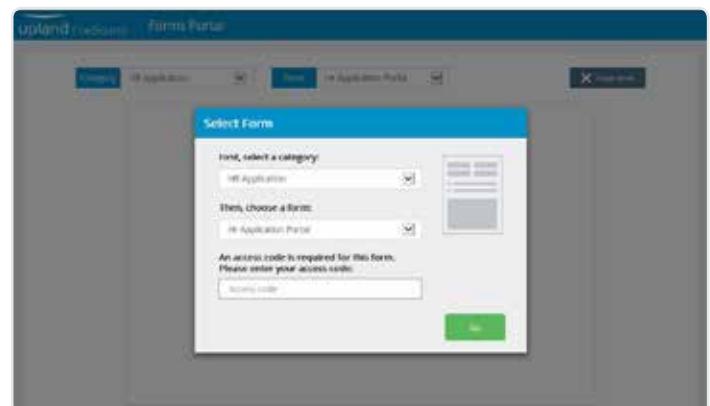
Mobile Forms

FileBound's E-form Designer includes options for creating forms that adapt to mobile devices of all kinds.

A screenshot of a mobile device screen showing the FileBound Forms Portal. The status bar at the top indicates Verizon service, signal strength, Wi-Fi, the time 4:25 PM, and battery level. The browser address bar shows 'automate.filebound.com'. The page has a blue header with the text 'Forms Portal'. Below this is a white box containing a dark blue header with the text 'Disciplinary Review'. Underneath are two text input fields: 'Employee Name:' and 'Date of Notice:'.

Controlled Access

Access codes can be used to limit access to certain forms so that they are only completed by authorized users.

A screenshot of a desktop application window titled 'Upland | FileBound Forms Portal'. The window shows a 'Select Form' dialog box. The dialog has two sections: 'First, select a category:' with a dropdown menu showing 'HR Application' and a checkmark, and 'Then, choose a form:' with a dropdown menu showing 'HR Application Portal' and a checkmark. Below these is a text input field for 'Access code' and a green 'Go' button. A message at the bottom of the dialog states: 'An access code is required for this form. Please enter your access code.'

About Upland Software

Upland Software (Nasdaq: UPLD) is a leading provider of cloud-based Enterprise Work Management software. Our family of applications enables users to manage their projects, professional workforce and IT investments, automate document-intensive business processes and effectively engage with their customers, prospects and community via the web and mobile technologies. With more than 1,600 customers and over 225,000 users around the world, Upland Software solutions help customers run their operations smoothly, adapt to change quickly, and achieve better results every day. Learn more at uplandsoftware.com.