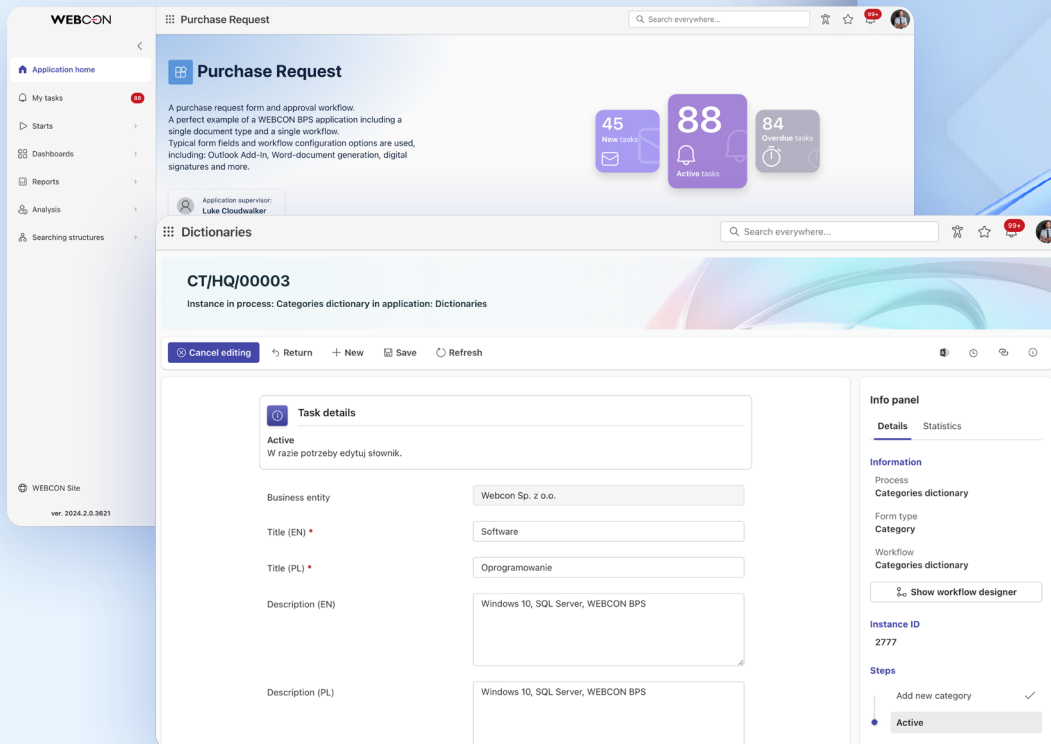# WEBCON

WEBCON BPS
2025

Discover the unique capabilities
of the latest version of the platform!
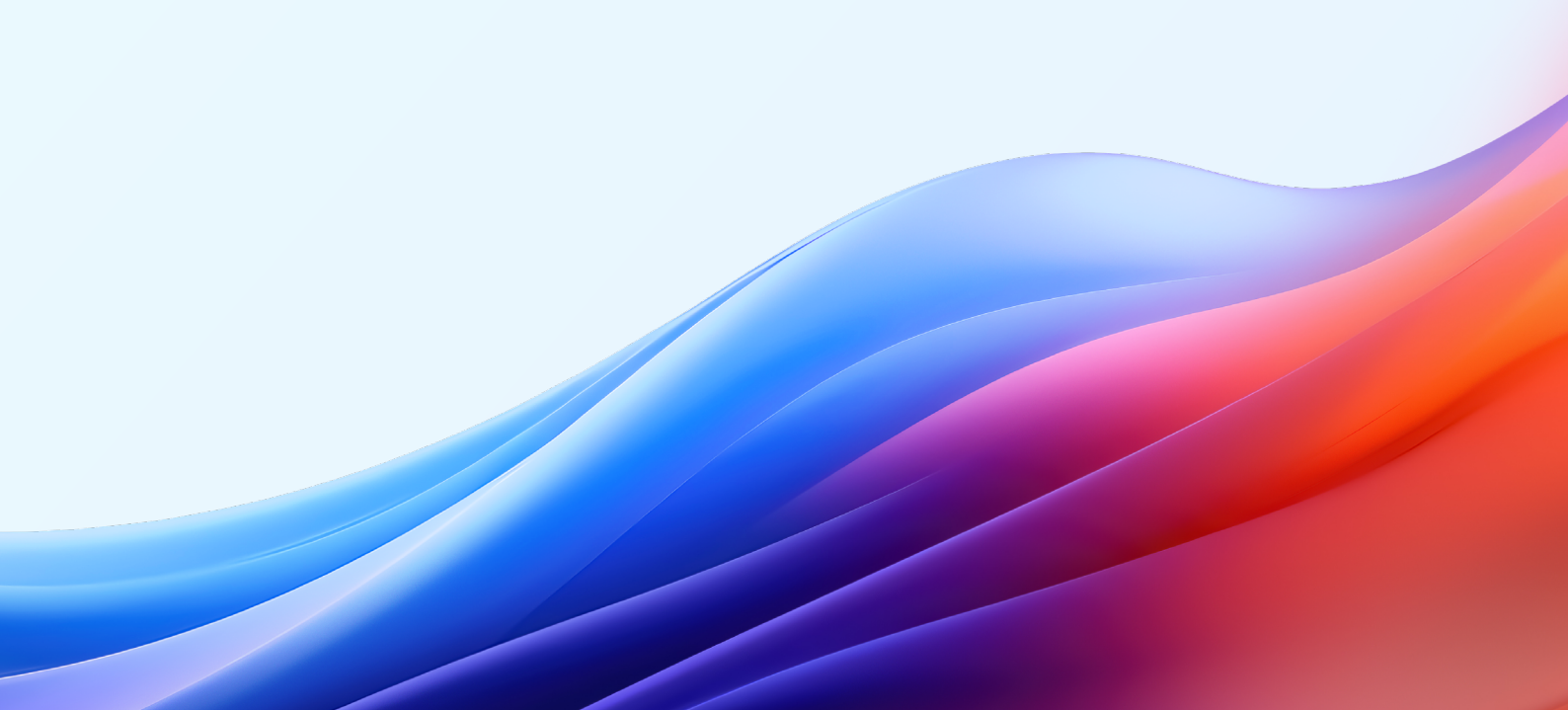
WEBCON BPS 2025 - What's new?

We are releasing the 2025 version well ahead of the traditional release cycle for the WEBCON BPS platform. This decision is driven by the scope and scale of the changes introduced to the product, particularly in the presentation layer. The distinguishing feature of the 2025 version is the previously announced new end-user interface, developed in line with the latest trends and industry standards.

Given that introducing a new visual design requires careful planning for the process of updating environments to the new version—taking into account both end-user habits and the necessary technical preparations—we decided to release the new edition of the platform as version 2025. We believe that these changes will meet your expectations and serve to generate additional value for organizations and end users alike. Thank you for your trust, and we invite you to review this document presenting the key changes introduced in version 2025.

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Fluent 2 – The New Standard for the End-User Interface

The appearance and design language of the Portal have undergone a comprehensive trans-formation, along with numerous functional enhancements. Our goal was to create a modern, ergonomic web interface that combines an attractive design with practical, everyday usability.

The introduction of these changes was preceded by thousands of hours dedicated to design, analysis, prototyping, and feedback collection. The result is a thoughtfully crafted, cohesive, and visually striking interface, proudly presented in a new, signature color: WEBCON Iris.
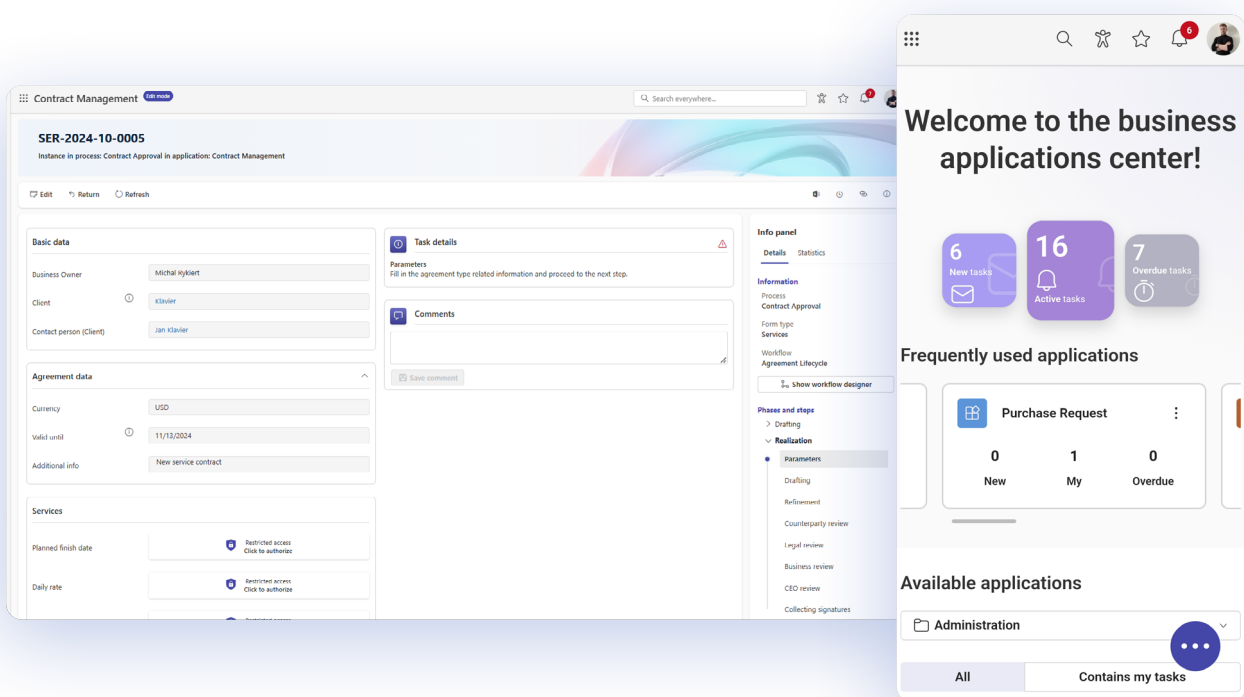

In developing the UI, we selected Fluent 2 as the design system to define the Portal's look and functionality. This choice intentionally aligns with the solution Microsoft promotes and uses across its own application ecosystem. Our goal is to create an experience that feels intuiti-vely familiar to every new user from the outset, enabling quick and seamless adaptation for employees within the organization.

Every element of the Portal has been enhanced. We've simplified and improved the aesthetics of forms, reports, and dashboards, making them more spacious – creating a visually refined design that maximizes clarity and ease of use, allowing employees to focus on what matters most.

Additionally, new widgets and tiles enable you to quickly and easily create visually appealing

and functionally attractive pages. All components are designed for consistency and ease of configuration. As a result, adjusting the composition, size, and style of portal elements requires minimal effort. Furthermore, page colors are automatically generated based on the selected application color, allowing elements to interact seamlessly without the need for manual style adjustments.
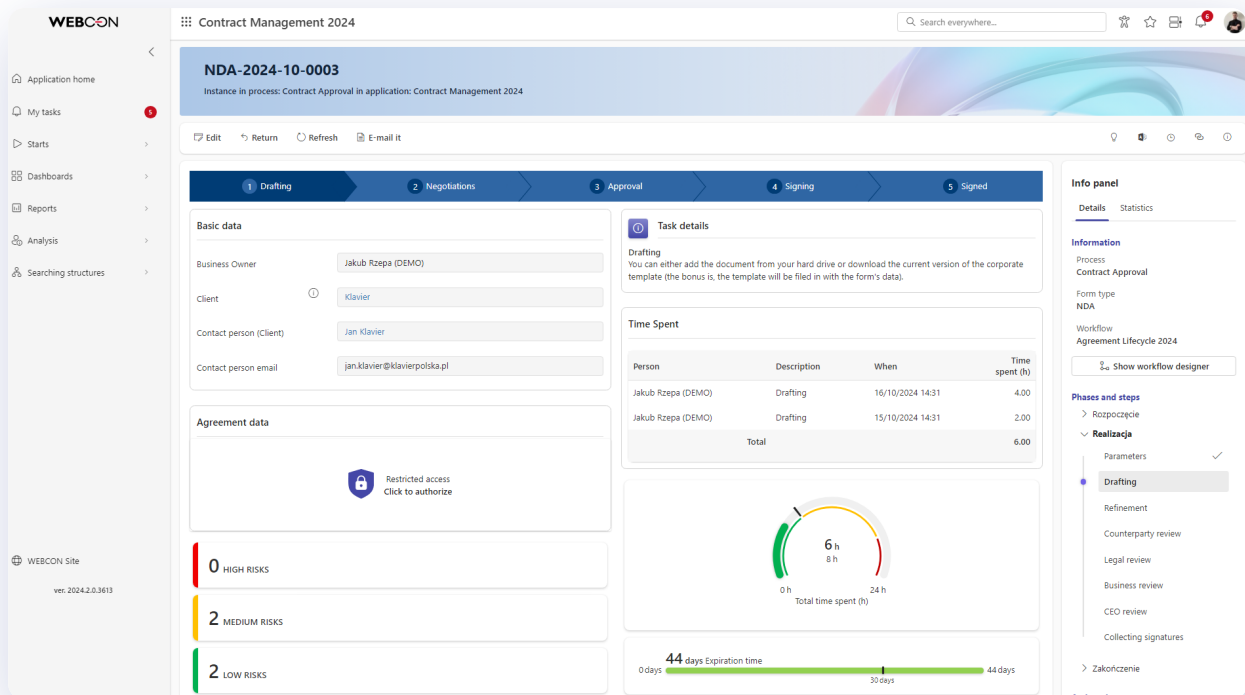
However, for organizations that wish to showcase their unique visual identity on the Portal, we offer full customization of the appearance. Additionally, we have introduced several options to simplify this process.

More Freedom and Flexibility to Navigate the Portal

WEBCON BPS is used by many clients to deliver comprehensive services across various areas of their organizations, such as HR, finance, and sales. In these scenarios, users often work with several or even dozens of interrelated processes. To maximize ease of use, the 2025 version introduces new functionalities that enhance Portal navigation and allow the creation of pages that aggregate multiple applications into a single site.

Widgets for the description panel and the navigation grid

The complexity of your organization's activities often requires bringing together various elements—such as start buttons, reports, internal and external links, and graphics—in the simplest and most visually appealing way possible. To support this, the 2025 version introduces a new description panel widget, enabling easy combination of images, text, and navigation buttons.

The **navigation grid** also makes its debut, which is used to embed a group of tiles containing images or icons, text and navigation buttons. This new feature, along with the description panel, allow the page designer to decide on the layout of the widget display and its mode (e.g., large images, small icons, etc.).

Administration

This application allows employees to easily manage various administrative aspects and internal support. With it, you can: Register vacation or absence: Quickly and conveniently report your time off or absences. Submit a remote work request (home office): Submit a remote work request without unnecessary formalities. Submit a request to the HR department: Contact HR for personal and administrative matters. Activate or deactivate a benefit: Manage your employee benefits easily. Create a request for internal support: Report a need for technical or administrative support. The application enables quick and efficient handling of administrative tasks.

Purchase Request   HelpDesk

Absences

Our absence management application allows employees to easily and quickly report and monitor their days off and absences. With it, you can: Register vacation: Easily submit your vacation days by selecting dates and the type of leave. Report absence: Notify about planned or unexpected absences, such as illness or other unforeseen events. Track request status: Monitor the status of your submissions and receive notifications about their approval or rejection. View absence history: Access the full history of your absences and vacations in one place. Manage replacements: If needed, designate a person to cover for you during your absence.

Business Trip   Absence request

The combination of the above-mentioned two widgets with existing dashboard design features enables the creation of visually attractive home pages, aggregating the main elements of a given area, e.g. an employee panel, offering a look and feel similar to intranet-style pages.
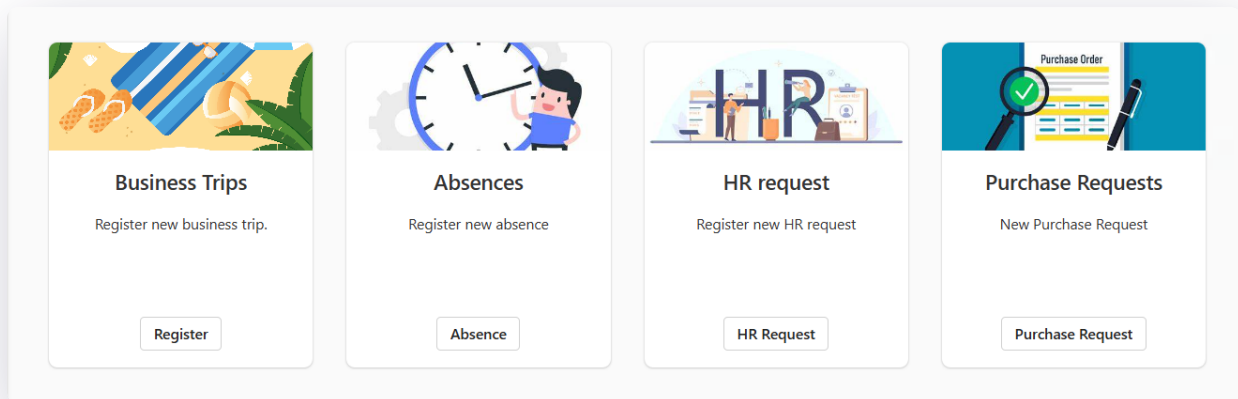

Editable navigation menu

In response to feedback from WEBCON's clients and partners, one of the key changes to the Portal is the ability to customize the navigation menu to better meet the unique needs of end users.

The navigation menu can now include any combination of start buttons, dashboards, and reports. Users can add these items to custom folders they create, allowing them to define a personalized menu hierarchy.

Additionally, we've introduced the option to exclude search structure, analysis and my tasks from the navigation menu, enabling a more streamlined experience by showing users only the elements they actively use. This allows for a menu that will enable the user to easily access data on their activity in the system from various applications in one place.
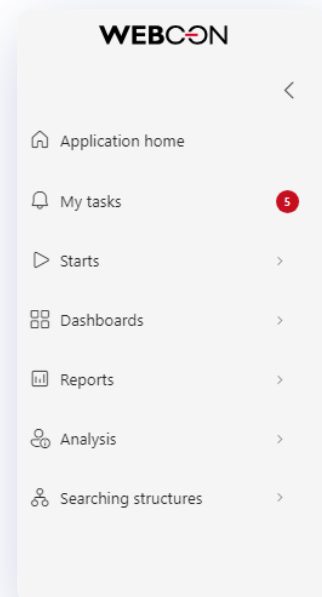
Extended Functionality of Dashboards and Reports

Multilingual text field

An element that complements the functionalities designed to create attractive pages is the multilingual text field widget. This widget allows you to display static content that, once translations are added, appears in each user's preferred language based on their profile settings. Text within the widget can be formatted according to individual preferences.
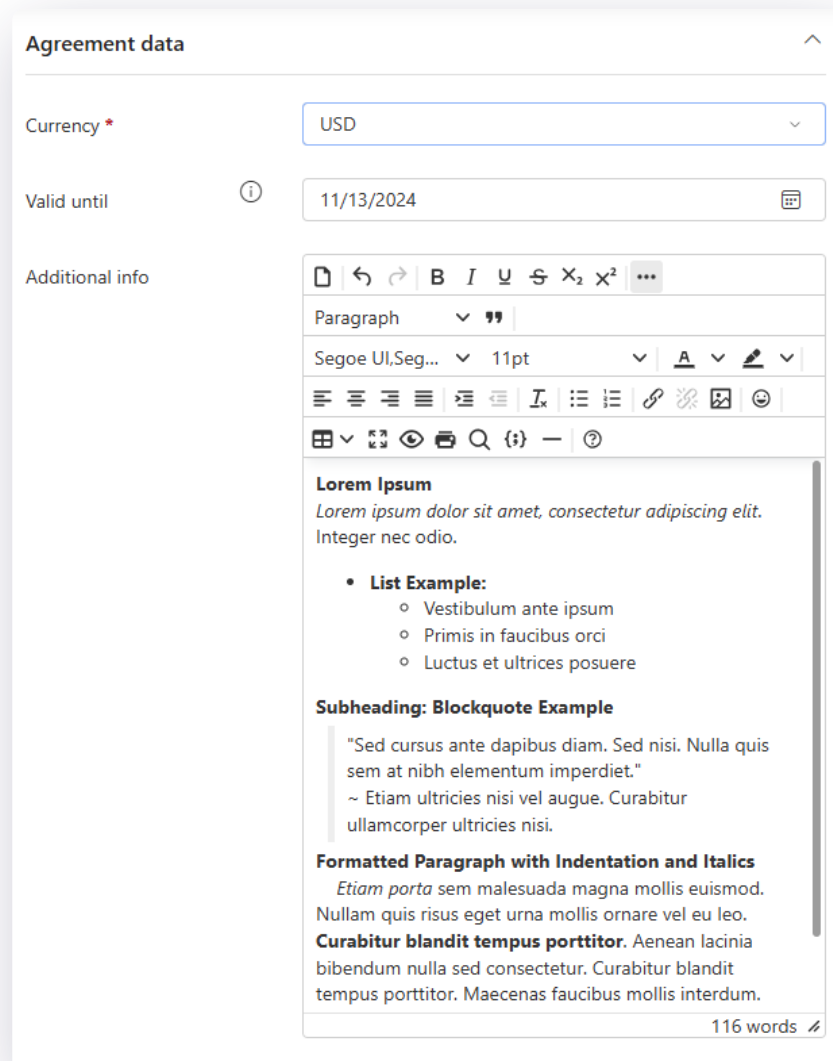
Widget to filter data on the dashboard

The 2025 version introduces a new data-filtering widget for dashboards, enabling users to significantly narrow down the data from all the displayed reports and widgets on a given page. This feature facilitates cross-sectional analysis from a single dashboard; for example, you can filter data to display third-quarter sales results for one of fifteen group companies, broken down by salesperson.

The addition of the data-filtering widget not only enhances system functionality for end users but also maximizes the efficiency of existing components. Data that previously required multiple pages can now be consolidated into a single page view, thanks to the capability to create data sources for dashboards and apply the filtering widget.

From the configurational side, it is possible to define a set of filters corresponding to the previously configured data source, e.g. amount range, date range, category, person, etc.

Share private views

Another reporting enhancement is the ability to share private report views with other users of the system. From now on, the private view will be available to any user who has permission to access the report and has obtained a direct URL to this view. As a result, you can use existing views more efficiently and reduce the overall number of all configured views.
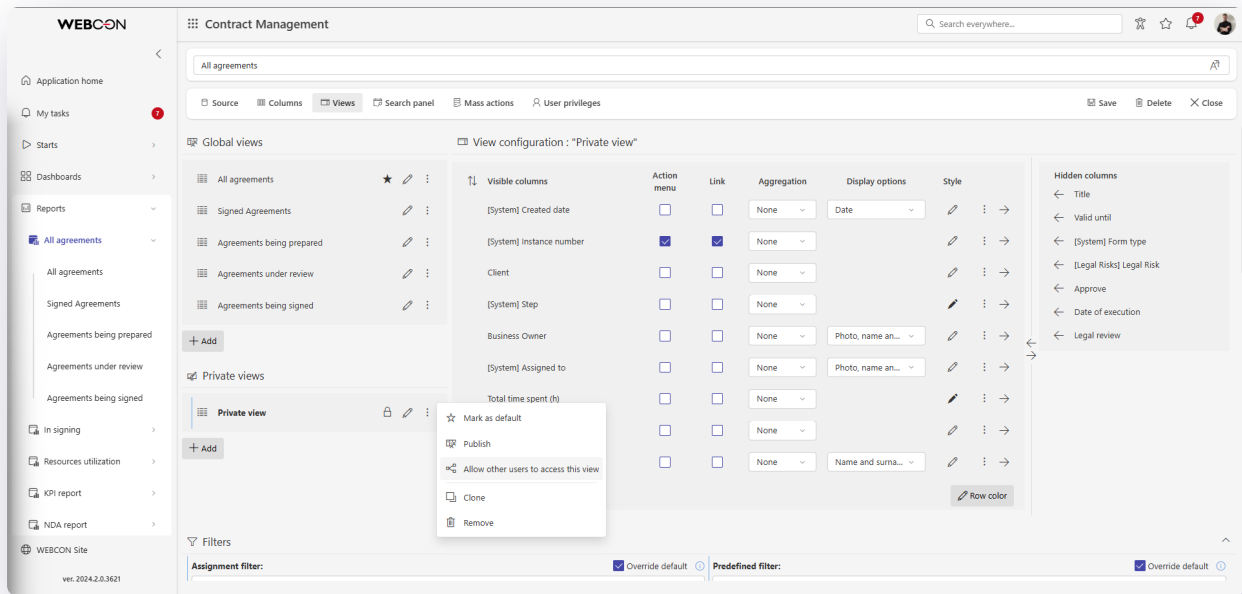
Process Design **Improvements**

Phases and actors in Process Design

From the beginning of its existence, WEBCON has focused on enabling the effective creation of applications to support business processes, with process modeling serving primarily as a tool to facilitate application development. However, we recognize the input from clients and part-ners who, accustomed to tools like Visio or the BPMN 2.0 standard for visual process modeling, seek similar capabilities.

In response, the graphical process diagram has been enhanced with phase and actor functio-nalities, the main purpose of which is to visually assign steps and related tasks to the appropriate stages of implementation (phases) and the people responsible for their execution (actors). Designers have full flexibility to edit the number, properties, and metadata of phases and actors to align with the intended process design.
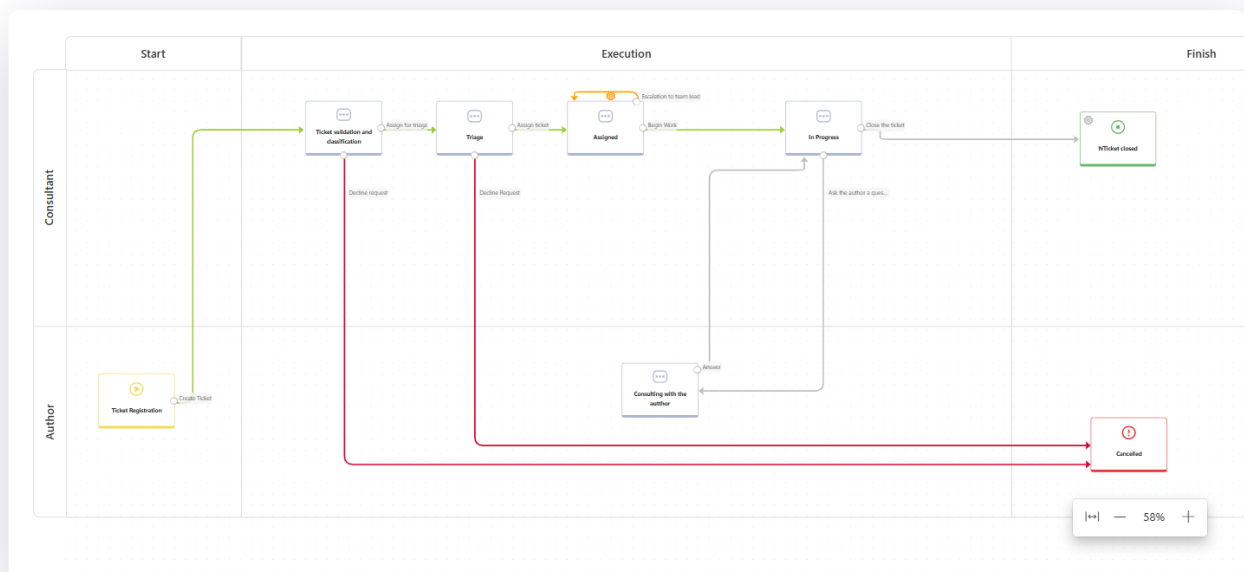
What is more, the system now includes a workflow phase area that informs users which pha-se a given process instance is currently in. This feature enhances the clarity of complex, mul-ti-step processes by making it easier to identify both the overall process stage and the status of individual cases.

The designer can decide whether to display this area as axes or blocks. For newly created workflows, this area is automatically added in the top panel of the form.

The introduction of workflow phases also groups workflow steps within the form information panel according to their respective phases.

Information about the phases and actors is made available in dedicated chapters of the documentation generated for the process.

We have also introduced similar changes in WEBCON Designer Desk and in the Process Design section of the Portal. In Designer Desk, it is possible to enable and disable the functionality of workflow phases and workflow actors. You can now also: assign individual steps to them, edit the number, names and descriptions of phases and actors, present information about workflow phases on the form and attribute matrix, or include data on phases and actors in the generated prototype documentation.

The Process Design section of the Portal displays, the phase and actor settings that were implemented in Designer Studio, and users now have the option to change their metadata (names, descriptions, documentation, and translations).

New process designer within Designer Studio

WEBCON BPS Designer Studio implements a web version of the graphic scheme previously known from Designer Desk.
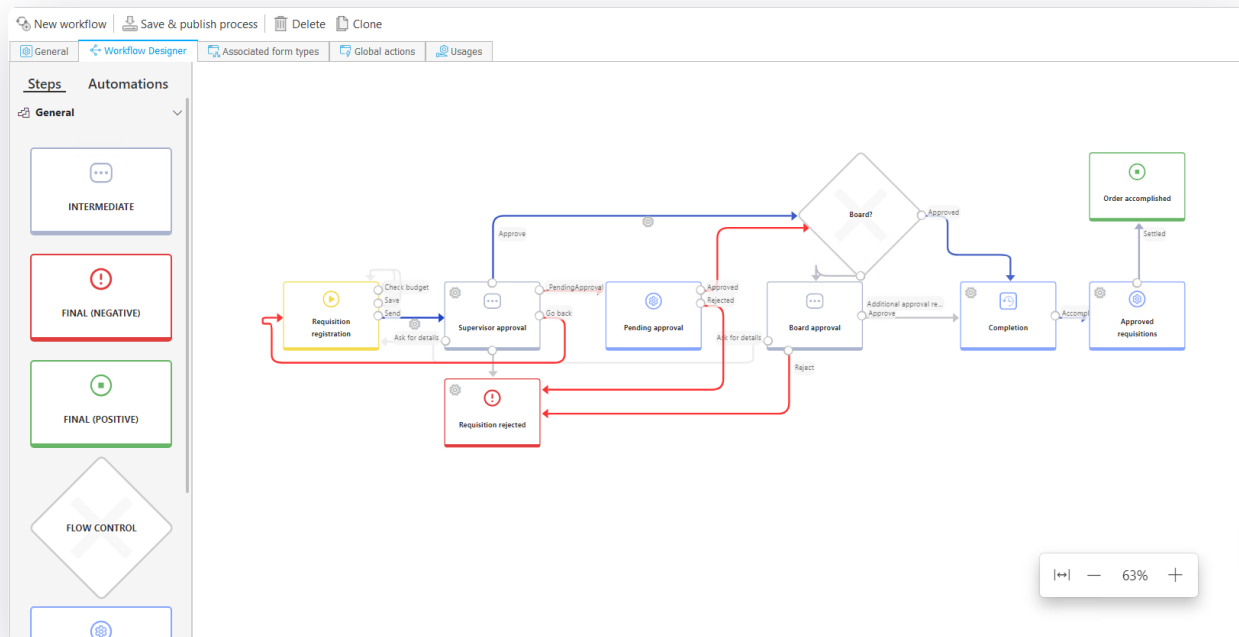
Each newly created workflow will automatically have one start step and one end step connected by a transition path. You can extend it with basic steps, workflow control steps, and steps related to OCR and scan operations, and add process and global automations on step input/ output and transition path.

At the same time, the designer's tools have been limited to functionalities that allow you to manage the diagram, and a significant part of them has been moved to the context menu of steps/transition paths, so that they are always within reach.

All notes added in Designer Studio will now also be visible in the workflow designer in the Portal, where you will be able to edit their content, move them freely and resize them in the diagram. All added notes will be visible in the generated documentation. Notes can now also be added and edited in WEBCON Designer Desk.

Additionally, the menu for adjusting the size and position of the graphical scheme has been enhanced. The scheme size is now specified as a percentage and can be automatically adjusted to fit the current window size. This menu's appearance has been standardized across all areas where the workflow preview is accessible, including the WEBCON Designer Desk workflow designer, the Portal, the workflow heatmap report, and the workflow preview on the form. Furthermore, the zoom level and position within the preview are remembered and saved in the browser for added convenience.

Increased Level of Confidential Data Protection – Authorization of Access to Form Fields
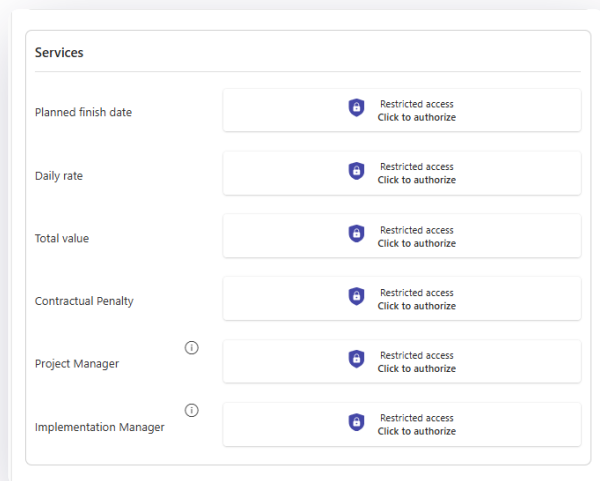
The latest version of the system has been expanded with the function of hiding data on the form. This mechanism can cover both individual fields and entire groups. The primary purpose of this functionality is to safeguard all types of confidential and sensitive information from unauthorized access.

Additional access authorization for form fields will be implemented in contexts such as employee records, financial processes, and contracts. As a result, sensitive data will remain protected even in situations such as an unlocked and unattended computer, screen sharing, or the loss of a mobile device.

To display hidden data on the form, the user must perform additional verification using the selected method – email, SMS, or the WEBCON mobile app available for iOS and Android.

It is worth noting that the hidden data is not transferred to the browser when the form is opened. They are loaded only after additional authentication is performed, which further ensures data security against unauthorized access.

Ultimately, the functionality of authorizing access to selected data will also be implemented in reports and dashboards.

Goodbye timeouts, **hello timers**

In the 2025 version, the existing timeouts will be replaced by timers. The change of naming is dictated by the desire to reflect the nature of timers more transparently, especially for new users of Designer Studio.

In addition, the timers have undergone numerous modifications and improvements. In the new version of the system, the method of determining the execution time of timers is changed so that it is as intuitive as possible for users. It is also possible to start timers immediately, as well as remove activated timers from the associated circuit elements.

The handling of validation errors and the execution of actions related to timers has also been improved.

Additionally, we've introduced a timer testing option, allowing users to verify start dates directly from the configuration window. This helps prevent potential issues, such as sending notifications outside of working hours.
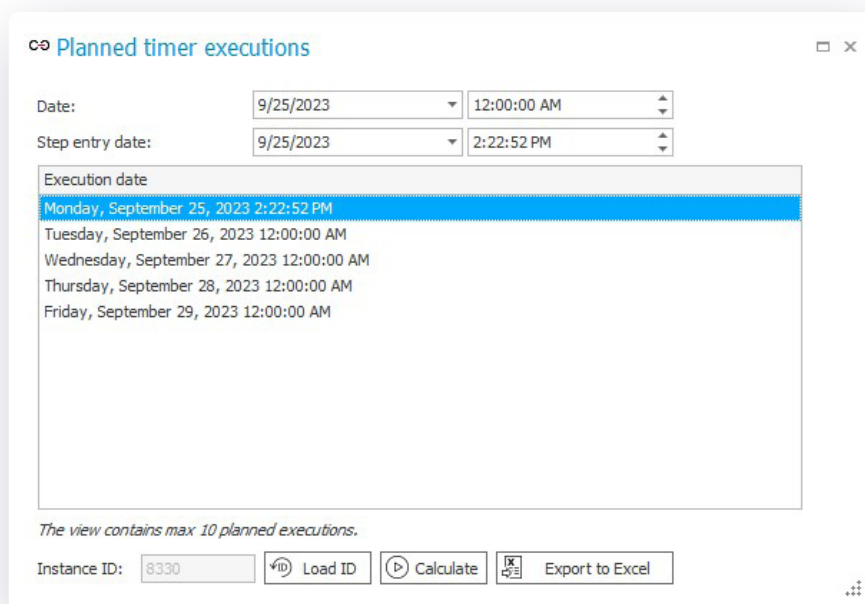
Expansion of actions and automations

The main purpose of the actions is that the series creates automations is to facilitate the work of end users. In response to suggestions from the https://community.webcon.com portal, among other sources, the 2025 version has been enhanced with new functionalities in this area.

Generate Text File

The aim of the action is to generate various types of files containing text values. From simple TXT files to structured files such as CSV or XML, which can be used as an element of WEBCON BPS integration with other systems.

The action works in one of three modes selected by the user, which allows to create a new file, add content to a file already added to the attachment panel, or overwrite it. It's possible to insert content into a created file or process using context variables that can be selected through the variable editor. A text file generated or updated by an action is provided as an attachment to the form.

Combine attachments into Word/PDF files

This action enables the merging of files added as attachments to a form. As a result, one file is created in the format indicated by the user (DOCX, PDF or PDF/A), which consists of specific attachments combined in a defined order. The action allows to merge files of different formats.

Add an attachment to another workflow item

Use this action to attach an attachment from the current instance to another instance, including one that belongs to a different workflow or process. This is particularly useful in scenarios where activities performed in one process affect another, such as a task within a Corrective And Preventive Actions (CAPA) process.

Setting up this action involves specifying a target item and indicating one or more attachments to attach to it. In the first case, when selecting a target element, the user can specify the parent element for the current element, use a variable that refers to a field containing the ID of that element, or create an SQL query. The selection of attachments, in turn, requires specifying the category from which they will be taken, determining whether the attachment is to be copied or moved, and indicating the category of the attachment in the target element.

BPS group management

In the 2025 version, two new actions have been added to automate the management of BPS group owners. The first one, **Add BPS Group Owners**, allows to add or overwrite BPS group owners. Second, **Remove BPS Group Owners**, enables the removal of existing group owners, as the name suggests.

In both cases, the user to be added or removed, respectively, as well as the target group, are indicated by the BPS ID in the action configuration window. These new actions can also be embedded in global automations, but in this case it is not possible to use variables that refer to form fields.

Send PUSH notifications

The action allows you to send PUSH notifications to the user's mobile device that has been registered as trusted. Notifications can relate to operations performed in the system, such as assigning a task within the application or registering or modifying a workflow element. An action notification can be sent to one or more recipients or groups, but it will not be delivered if the user has blocked the sending of PUSH notifications for one or more applications.

Both the header and the content of the notification can be modified, and contextual variables can be placed in them. In the case the recipient is absent, you can forward notifications to substitutes configured for them.
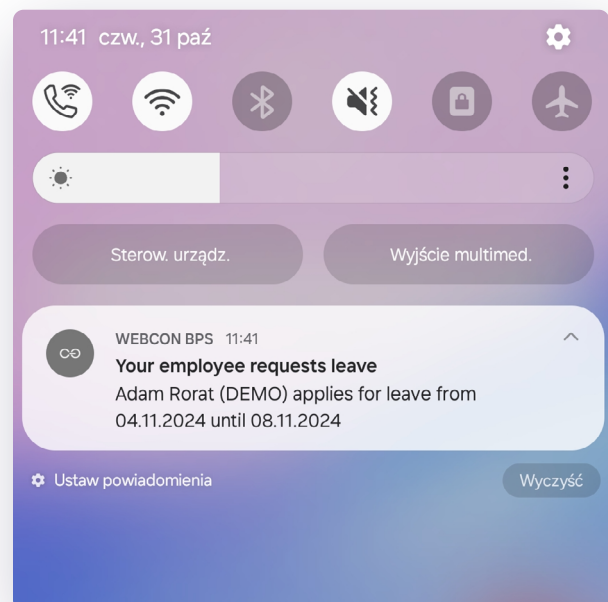
Deactivation of (parts of) automations

In version 2025, you can deactivate all automation using a dedicated selection button. At the same time, using the context menu, users can now deactivate not only individual actions, but also entire groups of actions configured under the operators: SWITCH, FOR EACH, and CONDITION . Deactivated automations or parts of automations are greyed out and are not displayed in the workflow item history after execution.

You can also preview deactivated automations in the Workflow Designer, which is accessible from the Process Project level in the Portal.
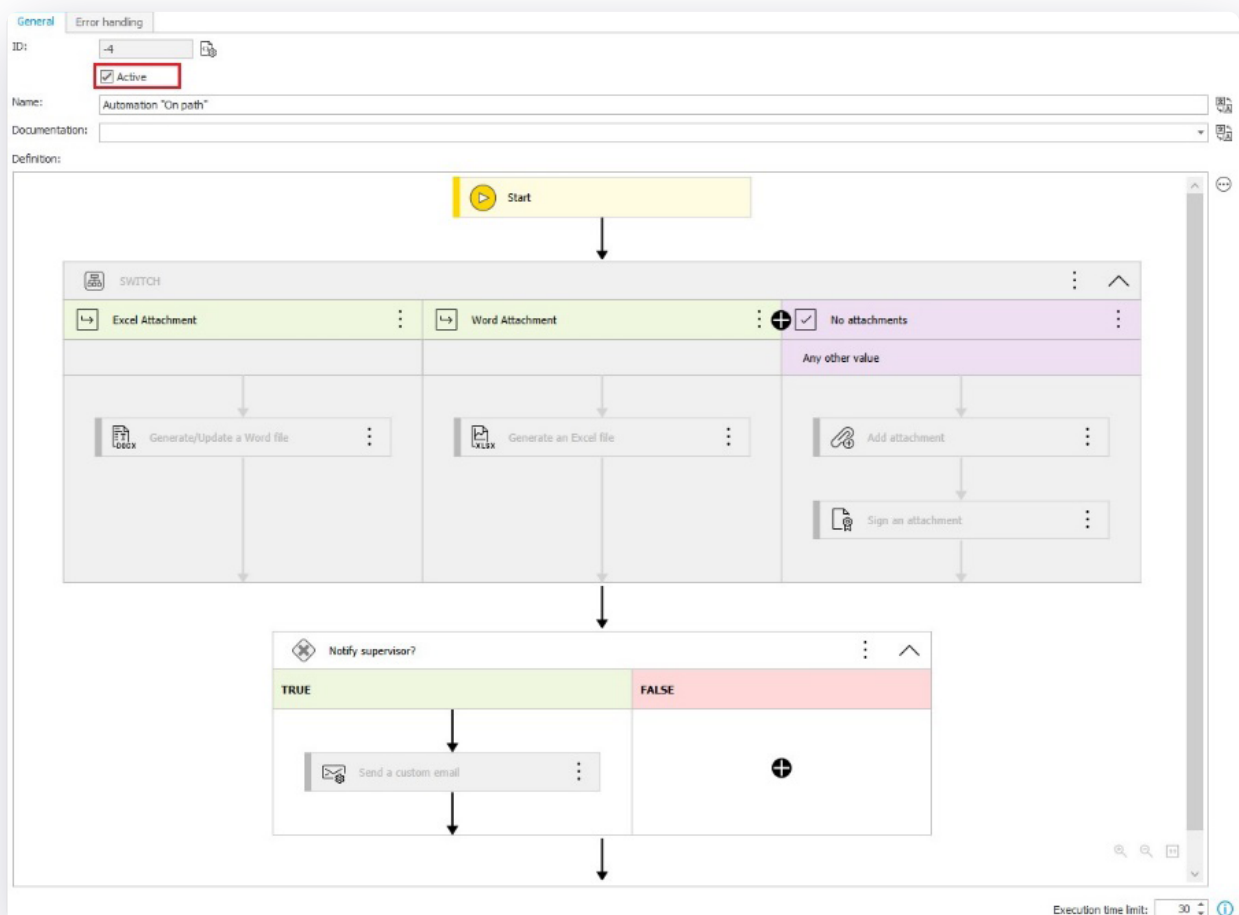
New Capabilities in Business Rules and Form Rules

Get photo geolocation

The function is used to retrieve a geographic location based on the metadata of an image file. Data is retrieved when you enter an attachment ID (or multiple identifiers separated by semi-colons), or by using the GET ATTACHMENTS function or the NEW PICTURE function. The GET PHOTO GEOLOCATION function returns a text value that contains latitude and longitude separated by a comma. If there are more values, then the pairs of values are separated by semicolons. If none of the images contain geographic location metadata, the value EMPTY is returned.

Rules operating on working days

For the DATE DIFF and ADD DATE functions used to create business/form rules, we have added a new parameter **BUSINESS DAY**, which returns information about business days. In the case of business rules, the **IS BUSINESS DAY** function has also been added, which checks whether a given day is defined in the calendar as a working day.

Getting the day of the week based on the date in the DATE PART function

The DATE PART function has been enriched with the ability to return the day of the week through the WEEKDAY parameter. The value is returned as English text.


To allow for comparisons, we've added functions to the Date & Time function group that correspond to the days of the week in English.

Form display mode

We have added two variables used to create Business Rules that apply to the mode of displaying and checking the status of the form: **Do I have edit permissions?** and **Is it a new instance?** They allow to build a condition for the visibility of a form field (within business rules) based on whether the current user has the right to edit the form or whether the form was created as part of a new workflow instance.

ALL TRUE, ANY TRUE

New operators, ALL TRUE and ANY TRUE, have been introduced to replace multi-layered conditions consisting of superimposed AND and OR operators when creating business/form rules.
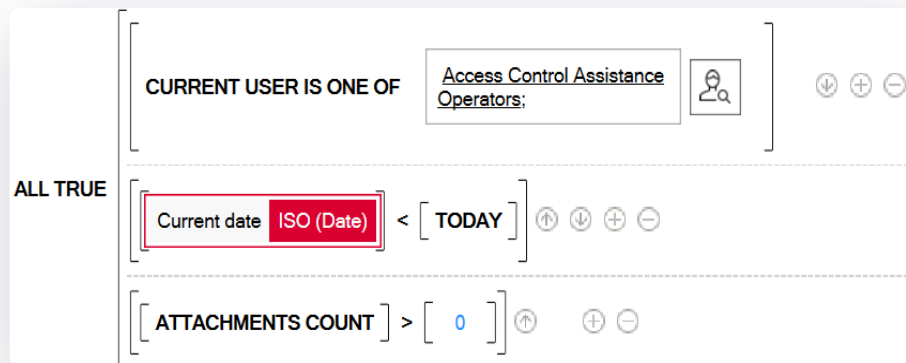
ALL TRUE returns TRUE if all conditions are true – can override the imposed AND operators.

PICTURE

This feature allows to load image files (in PNG, JPG, and JPEG format) and save them as default values for a business rule. The permissible size of a single file is 512 KB, and after uploading it is saved in the database in Base64 format.

SET FORM SUBTITLE

We have added the SET FORM SUBTITLE function, which when used in a form rule allows you to set a subtitle in the form banner. It can be used to present additional information to end users depending on the business scenario currently being handled.

Visibility of action buttons in item lists

We've added four new features to control the visibility of action buttons in the item list. These are:

- HIDE ITEM LIST ROW BUTTON – allows you to hide the selected action button in the item list row.

- SHOW ITEM LIST ROW BUTTON – allows you to show an action button in the item list row, which was previously hidden by the HIDE ITEM LIST ROW BUTTON function.

- HIDE ITEM LIST BUTTON – allows you to hide the selected action button of the entire item list.

- SHOW ITEM LIST BUTTON – allows you to show the action button of the entire item list, which was previously hidden by the HIDE ITEM LIST BUTTON function.

Additional Improvements

Preview attachment history

The item history now displays historical versions of files added to the form, enhancing the transparency of processed information. If an attachment file has been modified at any step, clicking the magnifying glass icon allows for viewing individual versions and comparing changes made to the current file.
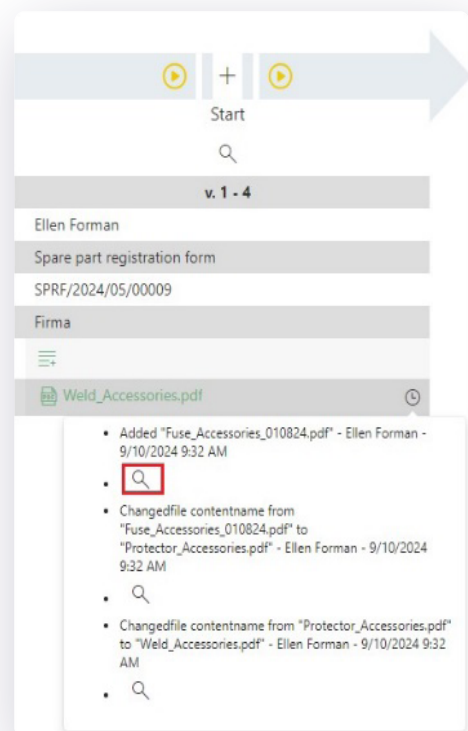
Information when running out of Single-Use operations

In the admin panel, in the **Single-Use Access License** billing view, we have added a notification option that allows you to configure the threshold below which a low license status warning will be sent. A further warning will be issued when the license is completely exhausted.
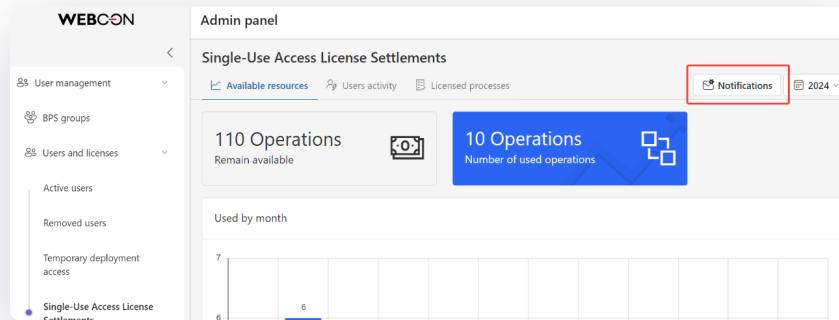
Warnings are sent as Administrative Notices.
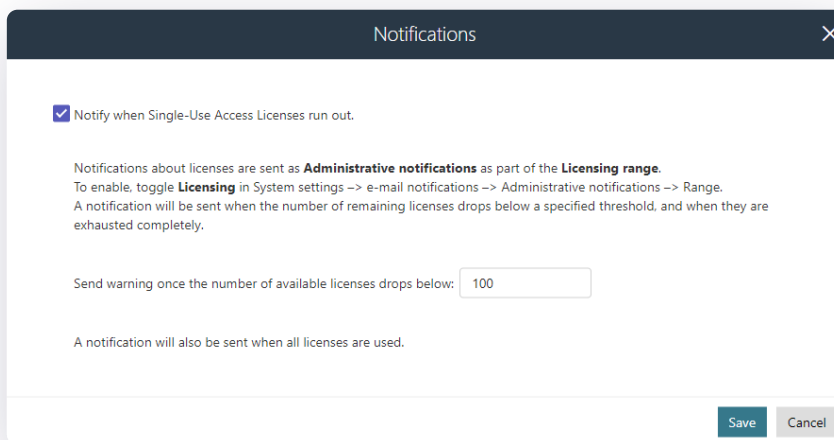
Limit loading columns in a report

Data loading for reports has been optimized so that queries retrieve only the columns displayed in a given report view. This improvement significantly enhances performance, especially when working with complex reports and views.