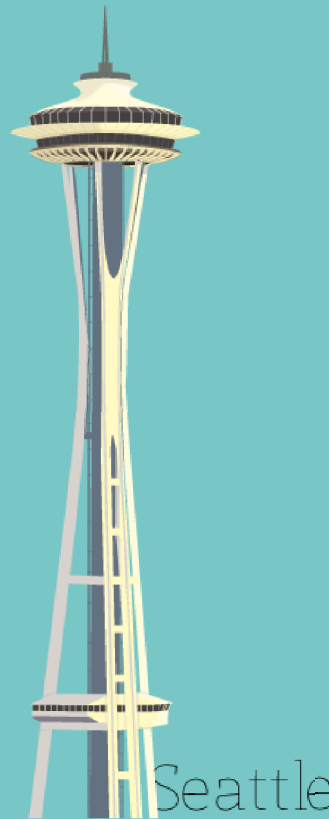


Green Initiatives at the Space Needle Workflow Digitization

The Project:

Space Needle, LLC is seeking a move to a greener and more efficient electronic billing, invoicing, and records sharing system within the organization, with ability to share outside the organization. The company was seeking a digital process and invoice approval system to convert manual entry and workflow procedures and replace the antiquated format and practices already in place.



Software Evaluation & Recommendation:

This project looked at several different software tools and examined each in depth. Vendors were selected and contacted for demos, pricing, and length of implementation. Sponsor was presented with the top three options and pros and cons for each. Final decision was reached and software will be purchased and implemented in early 2016.

Deliverables and Impact:

By digitizing workflow and approval processes, Space Needle, LLC, will streamline procedures and reduce error and outmoded forms of manual data entry. Project impact includes elimination of misplaced files or invoices, instant document retrieval and sharing across the company, and a fit with the company's new Green Initiatives Mission.

Iva Groudkova
MLIS, 2015



Project Sponsor:

Steve Bragalone, Director of Operations
Alan Maxey, Director of Facilities
Space Needle, LLC.

