

Digital transformation with RPA: how automation can reduce your manual processes



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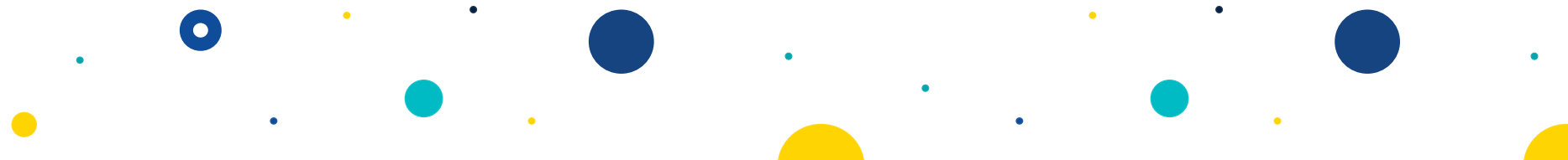
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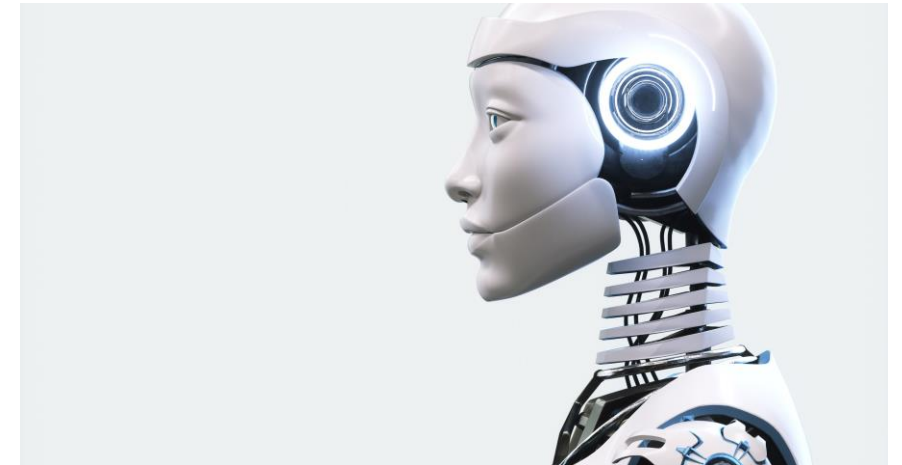
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Introduction

Digital transformation drives **productivity** and **economic growth**, and **RPA technology** offers SMEs the opportunity to **automate processes, reduce costs and improve efficiency**. It is essential that SMEs embrace this transformation to take advantage of the opportunities it offers.

The use of digital technologies varies in Spanish companies, being more common in large companies. The lower cost of **investment in RPA** allows SMEs to automate processes and benefit economically. It is crucial to **democratize automation** for SMEs to take advantage of the **digital transformation**.



What is RPA ?

› RPA stands for **Robotic Process Automation**



RPA uses software to **automate repetitive tasks** in computer applications, replacing **human intervention** and using the same user interface.



RPA has been widely adopted by **SMEs** in financial services, management, customer service, technology, logistics and transport, but it also offers **benefits to other industries**.



Traditional automation is limited to mechanical and repetitive tasks. **Hyper-automation** combines RPA, AI, Machine Learning and Big Data to enable robots to make adaptive decisions.

RPA cases for SMEs

Automatic tasks



Web access / other applications	Statistical data collection for reporting purposes
Copy and paste actions	Opening e-mail and attachments
Filling in forms	Making calculations
Extracting data from different types of documents	Reading and writing to databases

Use cases



Customer service	Price comparison
Reporting	Salary management
Invoicing and accounting	Optimisation of data store
Streamline sales	



Advantages of using RPA

› RPA has the following advantages :

1. Productivity 

2. Cost reduction 

3. Better service 

4. Greater management capacity 

5. Agility 

6. Scalability and flexibility 

7. Non-invasive technology 

8. Insourcing 

9. Auditing 

10. Control and analytics 

RPA implementation methodology

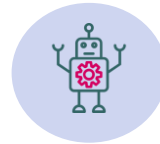
› RPA **expertise** is crucial for successful implementation in SMEs, and **automation** time varies according to **complexity, steps, systems and data**, from days or weeks for simple processes to months for more complex case



Identify the **processes** that can be **automated**



Assessing the **feasibility** of **automation**



Choosing the **RPA tool**



Designing the **workflow**



Design the **implementation plan**



Process development



Testing



Execution of the **pilot** and scheduling of the **process**



Monitoring and **continuous improvement**



Manage **change**

RPA tools

► There is a wide variety of software tools that can be used to apply **RPA**, although it is advisable to use them with the help of experts. For application by SMEs, the following stand out:



Conclusion

- **Digital transformation is advancing rapidly**, and **RPA** offers an **effective** digitisation opportunity for SMEs, with simple **implementation and affordable costs**, delivering benefits such as **increased productivity**, time savings, workload relief and cost reduction.
- **Implementation** requires a multi-phase plan that includes process analysis, tool selection, workflow design and **RPA experts**. However, this transformation is **accessible to SMEs**, and adapting to technological changes is key to gaining competitiveness and tapping into **growth potential**.



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