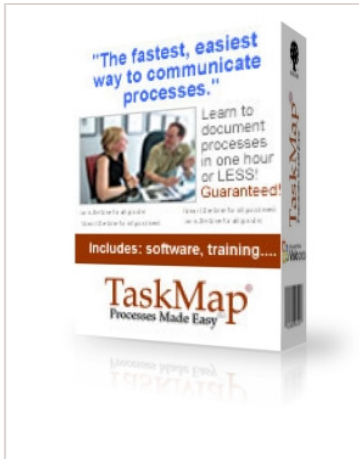


# TaskMap® Capture for Excel

## Spreadsheet data entry for TaskMap

TaskMap Capture for Excel allows anyone with Excel to capture and record key process details. Enter process data into a pre-formatted spreadsheet and have the data appear seconds later in your TaskMap Professional process map. Update entries in the spreadsheet and watch them refresh the TaskMap!



### Product Data Sheet

#### TaskMap Capture for Excel is ideal for:

- Capturing data for all of your processes and procedures
- Editing and updating process data and process maps from Task owners' desktops
- Creating quality or improvement applications
- Integrating other applications with TaskMap

#### System Requirements

- TaskMap Capture for Excel requires Microsoft Excel 2003 or later
- At least one person in the organization must have TaskMap Professional and Visio 2016, 2013, 2010 or 2007 Professional



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### Product Overview

TaskMap has become the standard by which other process mapping products are judged. It is the simplest, fastest and most cost-effective way to document processes – and we guarantee it!

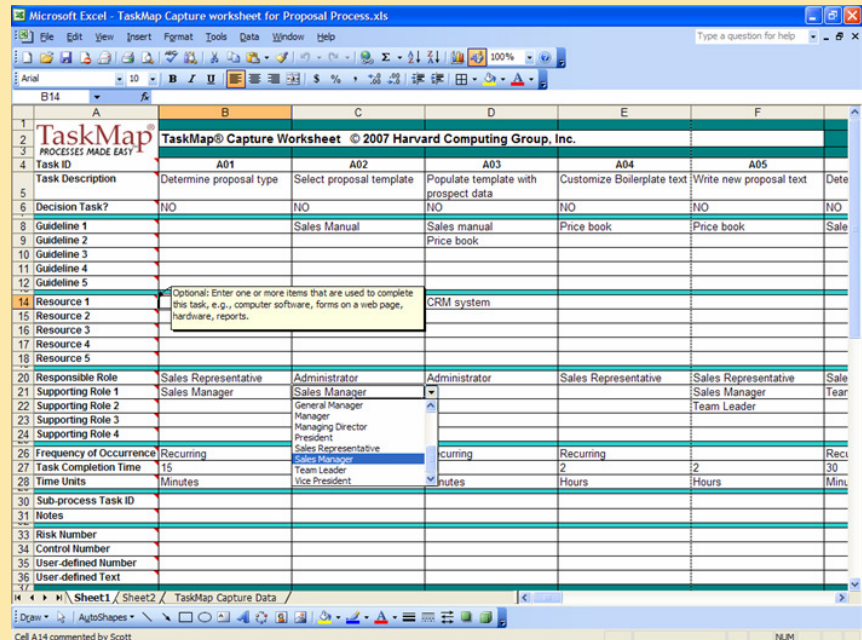
TaskMap Capture for Excel enhances TaskMap Professional by moving data capture where it belongs – into the hands of process owners and process participants. Microsoft Excel users can enter process data into a pre-formatted TaskMap spreadsheet that includes popup help text and dropdown lists for key fields. Knowledge of process mapping software is not required.

Once the data is in the worksheet, it can be used to dynamically update shapes on an existing TaskMap. Or the data can be used to create most of a new TaskMap merely by linking the worksheet to a blank TaskMap. And when users or other applications make changes to the spreadsheet, the TaskMap is updated automatically!

TaskMap Capture for Excel incorporates new fields that are part of TaskMap Professional:

- User-defined number and text fields
- Risk and Control numbers
- A field to identify Tasks that represent decisions

The figure below shows a TaskMap Capture for Excel worksheet that is ready to be linked to a TaskMap. Note both the popup guidance for each field and dropdown lists for easy data entry.



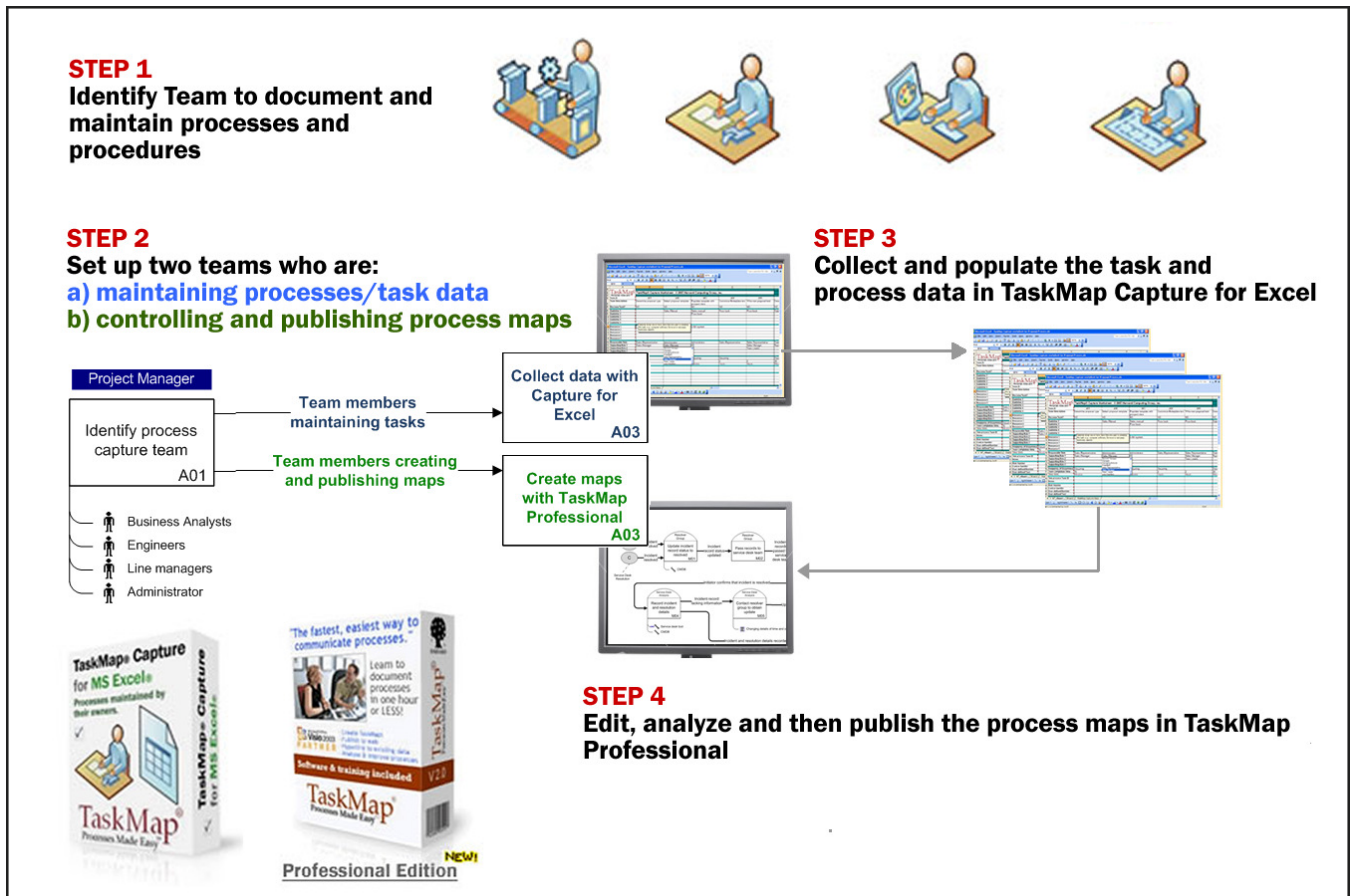
### Data Visualization

When you combine TaskMap Capture for Excel with TaskMap Professional data graphics, the results can be spectacular. Change a value in a TaskMap Capture for Excel worksheet and watch the flags and icons on the TaskMap change. Or use another application to update the TaskMap Capture for Excel worksheet and visualize the results immediately in your TaskMap.

TaskMap Professional builds on the exciting data visualization capabilities of Visio Professional by providing pre-defined icons, text call-outs and graphics that have been designed specifically for enhancing the presentation of process data. Add value to your process maps by adding visual annotations based on underlying data values.

TaskMap is a registered trademark of Harvard Computing Group, Inc.  
TaskMap Capture for Excel is included with TaskMap Professional and is also sold separately.

# TaskMap® Capture for Excel



Four simple steps to empowering your process mapping team