

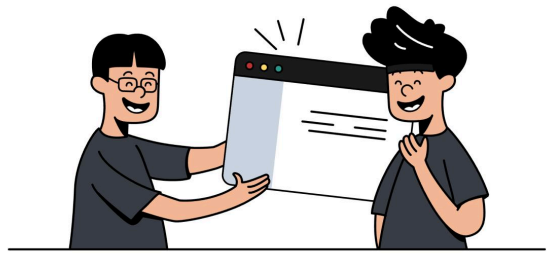
Reduce Time on Routine Tasks, Focus More on What Matters

Manual Process



- Officer receives email with attachment
- Downloads and opens attachment manually
- Re-enters or routes data by hand
- Repeat for every document received

Automated



- Opus detects the incoming email
- Attachment is extracted without manual steps
- AIBots process the data, Opus routes it
- Team reviews exceptions

What was Opus used for?

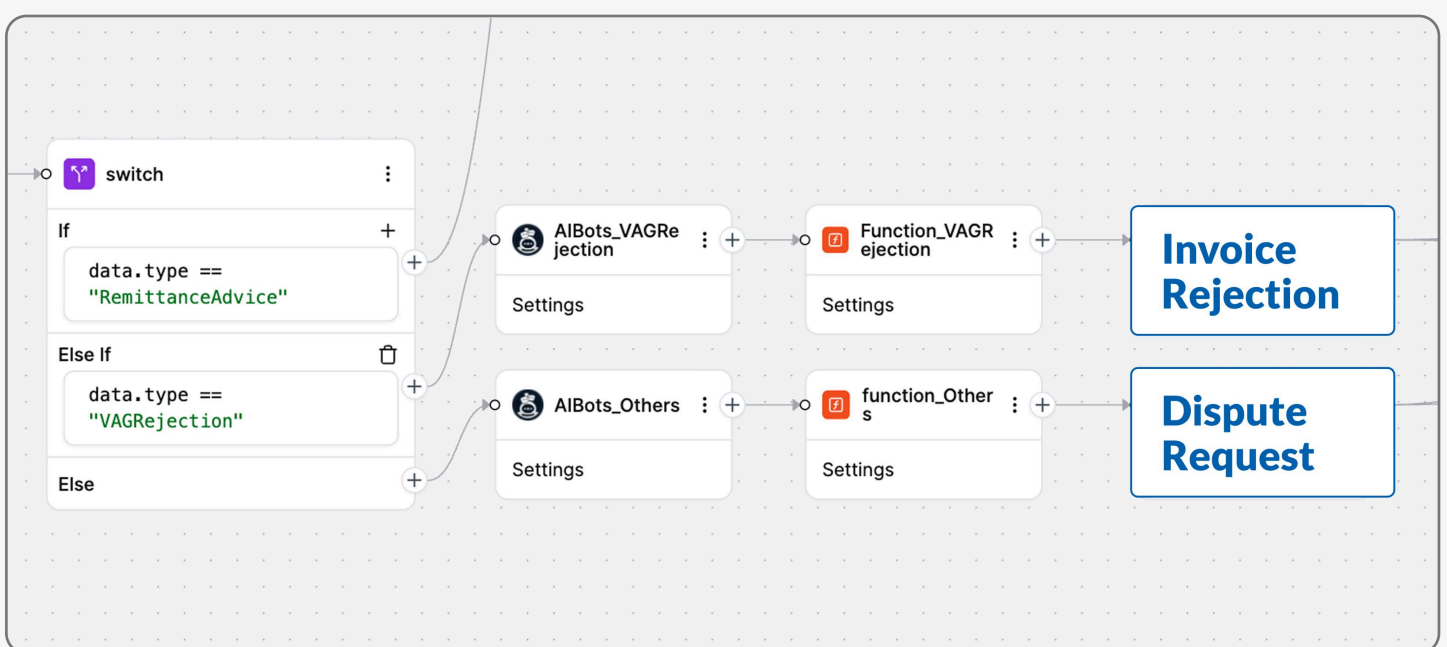
Before Opus:

Every day, your team opens emails, downloads attachments, copies numbers into another system, and repeats the process. It's reliable because humans are handling it. But it's also the kind of work that burns out good people.

SCG's Finance Revenue Management team faced exactly this challenge. Emails with attachments arrived constantly. Each one had to be manually downloaded, extracted, routed, and processed. The team was proficient at it, but it left little room for anything else.

What changed with Opus:

- Before: Officers open emails, download attachments, extract data by hand and process it, then route output manually.
- After: Opus detects the incoming email, extracts the attachment, processes it using Opus tools, and produces the output automatically.



An example of the workflow

Hear from SCG-FIN-Revenue Management Team



"With Opus, we have significantly reduced the effort required for business-as-usual work and can now focus on improving processes rather than handling manual, repetitive tasks."

Felix Tan



"Now that we are building and shaping processes in Opus, we can self-diagnose and resolve issues."

Irene Yeo



"Opus, together with partner systems, improved agency user experience and reduced resourcing requirements."

Kelvin Hoon

If your team does something similar

Opus works for any team that regularly receives documents or data (e.g., emails) and follows the same steps to process each one. It's a good starting point if you're new to Opus—the logic is straightforward, and the time savings are immediate.

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