

# Use cases

This Chapter provides some use cases on which basis the functionality of BzCtrl. is explained.

- Engaging Business Partners in Compliance Procedures

# Engaging Business Partners in Compliance Procedures

Instead of receiving documentation from business partners via email for manual review and archiving, streamline and control the process using a SnapForm.

Start by defining which documents are required per order. Then include control questions that allow your business partner to confirm upfront the checks you would normally perform upon receipt of the documentation. For example:

The screenshot displays the SnapForm editor interface. The top navigation bar includes the 'iPeear' logo, a search bar, and user profile information. The main workspace is divided into three panels: 'Form Elements', 'Form Structure', and 'Live Preview'. The 'Form Elements' panel on the left lists various input types: Radio Button, Checkbox, Text Field, Text Area, Dropdown, Date Field, and File Upload. The 'Form Structure' panel in the center shows a hierarchical tree of the form, with questions numbered 1 through 24, including sections for 'Customs status of the Product', 'Other relevant documentation', and 'Full quantity BGD accounted for by BDN(s)?'. The 'Live Preview' panel on the right shows a visual representation of the form with these questions and their respective input fields.

Once the setup is completed, publish it as a SnapForm.

The screenshot shows the SnapForm library interface. At the top, there is a search bar containing the text 'bunker'. Below the search bar, there are filters for 'Community database' and 'By Category'. A 'MULTI-SELECT' button is visible. The main area contains a table of forms. The 'Bunker order checklist' form is highlighted in purple. A 'Create SnapForm' button is located at the bottom right of the table.

Name	Description	Contact Person	Create Date	Form Type	Domain	Action
Bunker order checklist	This procedure is aimed at gathering and consolidating the relevant documentation per bunker order to ensure compliance.		16-03-2026	Procedure	iPeear	

Link the SnapForm to the relevant Workspace, in this case the Workspace for **DMR Trading**.

Suppliers

- Gotlieb group
- DMR Trading
- Fashion Profile
- Freight Forward

Reset Save

The SnapForm is now available under the **DMR Trading** Workspace.

Workspace

SnapForms

Title	Description	Suggested Frequency	Comments	Action
		Results not found		

Title	Description	Assignee	Action
Bunker order checklist	This procedure is aimed at gathering and consolidating the relevant documentation per bunker order to ensure compliance.	Assign here	Generate QR Code Delete

Here you can generate the QR code or URL for the SnapForm.

Scan QR Code

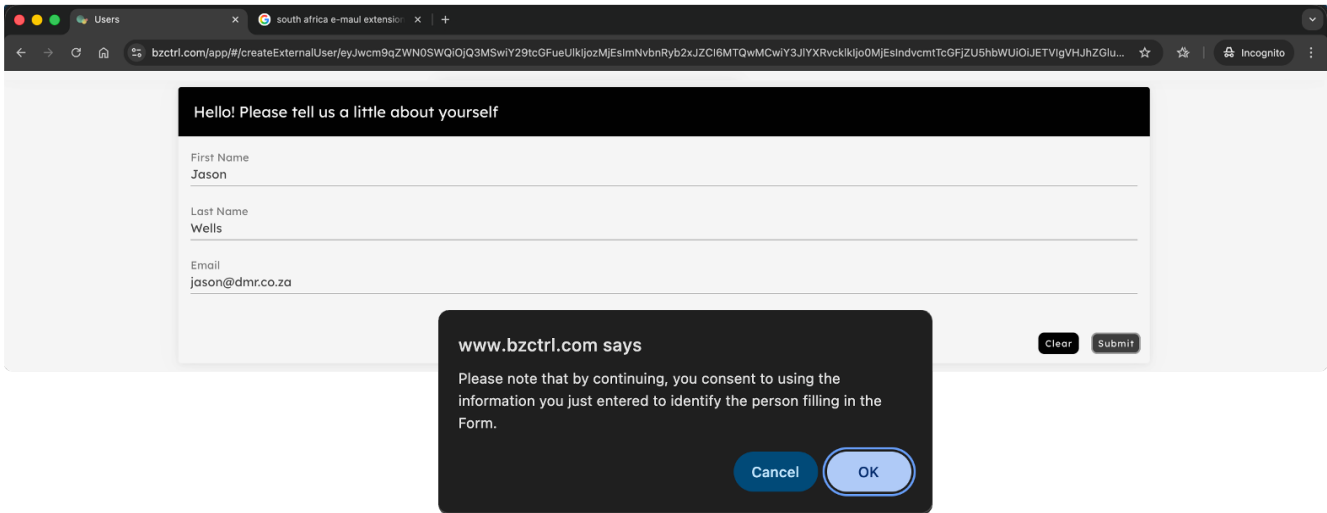


<https://www.bzctrl.com/app/#/createExternalUser/eyJwcm9qZWNO5SWQIQ3MSwiY29tcGFueUlkIjozMjEsI>

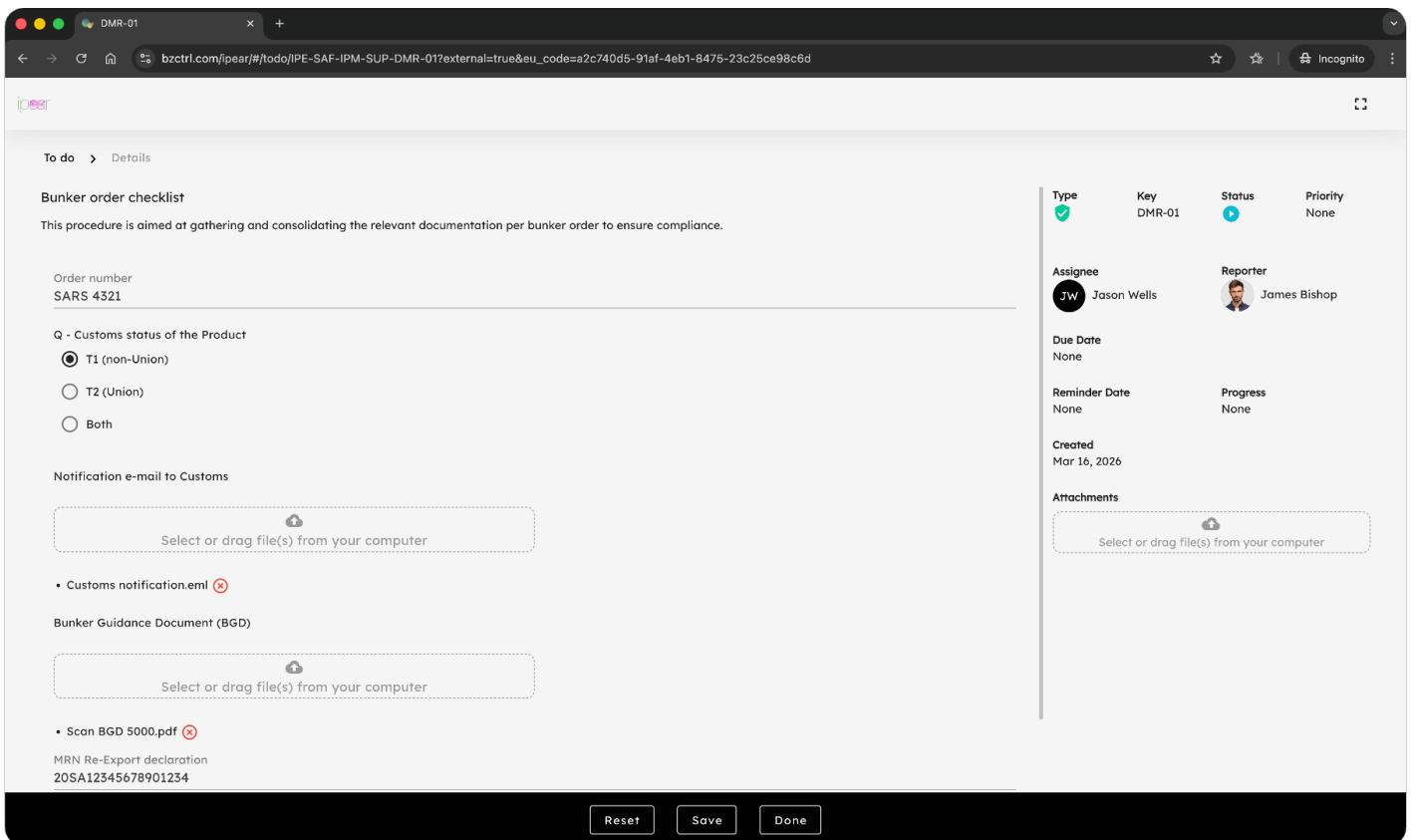
Copy Link

Share this URL or QR code with your business partner, in this case your contact at DMR Trading.

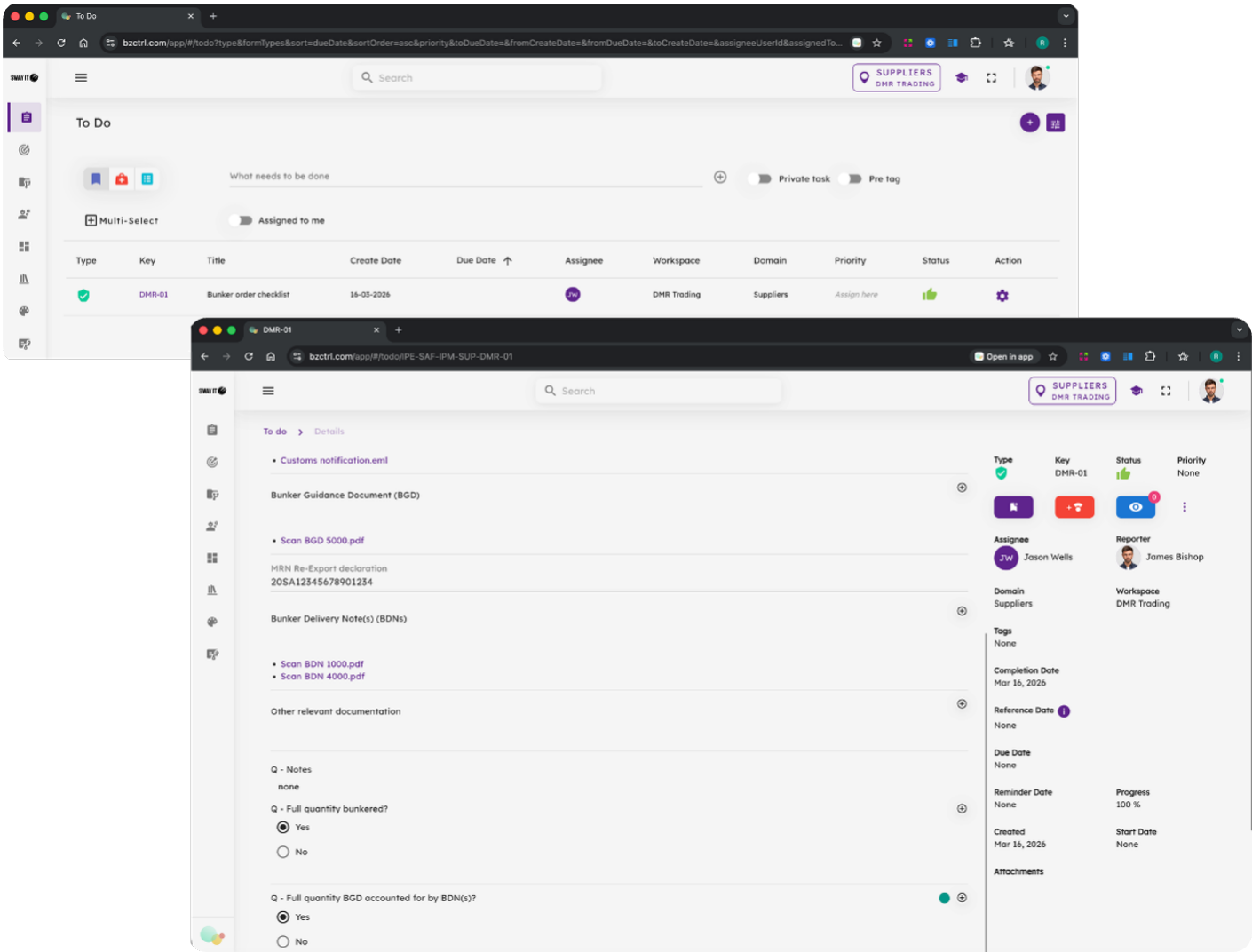
Each time the QR code or URL is used, a new Form instance is automatically created in the **DMR Trading** Workspace. DMR Trading will only have access to the submitted Forms, while your organization can manage and review them directly within the BzCtrl. environment.



Jason from DMR Trading will see the Form as an External User, without requiring access to the BzCtrl. environment itself.

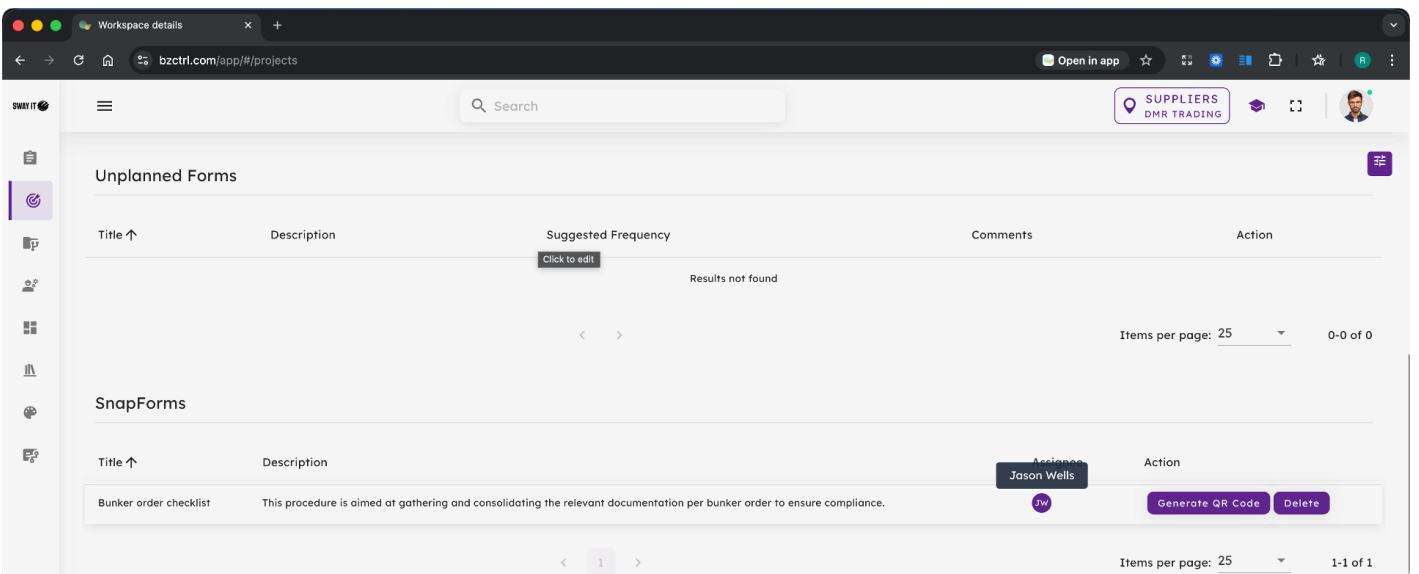


The company retains full access to all Forms, allowing it to monitor status and verify completeness and accuracy of the submitted information.



That's it! Everything is automatically and properly archived, including all relevant attachments.

Note that if it is already known that Jason or a specific group of users will be using the SnapForm, this can also be configured directly in advance.



This avoids the need to include full details each time the SnapForm is used; instead, usage can simply be confirmed.

