

OTIC REPORTING AGENT

Product Documentation for Microsoft Partner Center

1. Overview

Otic Reporting Agent is an AI-powered SaaS solution designed to automate recurring organizational reporting workflows within Microsoft 365 environments.

2. Product Description

The platform enables organizations to collect, consolidate, review, and store reports across departments using AI-powered automation.

3. Key Benefits

- Automates reporting workflows
- Reduces manual effort
- Provides real-time visibility
- Generates executive summaries
- Ensures secure data handling

4. Core Capabilities

- Workflow automation
- Department submissions
- AI summarization
- Approval workflows
- Notifications

5. Use Case

Departments submit updates, the system consolidates data, generates summaries, and routes for approval before final storage.

6. Target Customers

Banks, enterprises, finance teams, compliance teams, and organizations requiring structured reporting.

7. Integration

Integrates with Microsoft Entra ID, Microsoft Graph, Teams, SharePoint, OneDrive, and Azure OpenAI.

8. Onboarding

Acquire from Marketplace, sign in, configure workflows, and activate reporting cycles.

9. Security

Follows Microsoft-aligned security practices with secure authentication and data protection.

10. Data Handling

Data is stored securely within Microsoft 365 with audit and traceability.

11. Reliability

Cloud-based architecture ensuring scalability and availability.

12. Support

Support Email: support@oticgroupug.com

13. Positioning

AI-driven reporting layer for Microsoft 365 enabling automation and executive visibility.