Xerox DocuShare® 6.6

Content Management and Process Automation for Real Business

Cost-effective, easy document management and process automation

DocuShare is recognized as one of the most flexible, easy-to-use content management platforms on the market today. It connects diverse users and content with your organization's systems and processes so employees, customers, constituents, and partners can efficiently access, share and process business critical information.

Companies using DocuShare have realized dramatic benefits, including:

- Up to 80 % reduction in time spent finding information
- Up to 50 % savings in operational costs
- Reduces costs and carbon footprints by using less paper, energy, and shipping
- Reduce risk, improve control, with rock-solid security
- Efficient compliance with comprehensive audit trails
- Rapid adoption—easy Web-based interface lets distributed workforce and customers access and share information from any browser when they need it, in an intuitive environment.

Xerox DocuShare content management platform is proven and comprehensive

- Automates business processes to take minutes instead of weeks
- Increases agility that delivers competitive advantages
- Speeds information to customers; increases satisfaction and loyalty
- Standardizes your business processes and achieve compliance
- Integrates with your environment, including your multifunction printers
- Improves your bottom line

Going Paperless saves money and time
"Going paperless has made us a more efficient, green company but most of all, it allows us to better serve our clients."
Bruce Tomason, CEO of Copernicus IRB

Great Return on Investment
"DocuShare was less than the annual maintenance fees for the prior system. We've had a 50 % to 60 % reduction in time spent looking for information."
Kellie Barron, ICT Director, Corporate Systems, Kawartha Pine Ridge Schools

Improved Satisfaction rates
"DocuShare is very easy and cost effective. HR satisfaction rates went from 75 % to 90 %."
Melissa Simas, HR Manager, Windsor Regional Hospital

Significant reoccurring savings
"Over the course of a year we saved approximately $320,000 by automating accounts payable."
David Byng, CIO, Western Forest Products

Content management enables all authorized users to securely access critical information from anywhere, at any time

DocuShare provides an intuitive interface so users can easily access, share, and process information in just a few clicks. DocuShare accepts content such as paper (fax, mail, copies), digital files, video, images and email – so you can manage virtually any type of content in a secure, centralized repository. More work gets done in less time, saving thousands or millions in labor and overhead costs, such as file storage space, shipping, and materials. DocuShare prevents loss of business-critical information with backup and recovery in the event of a disaster or business disruption.

Business process automation speeds processing time from days to minutes, improving efficiency, accuracy, and your bottom line

Organizations need to streamline transactional business processes by automating routing, approval, and other transactional steps. You can upload digital documents or scan paper documents into a multifunction printer with DocuShare and the documents are automatically routed to the right person or location. Content rules and sophisticated workflows support all of your organization's business process management needs.

Intelligent capture automates paper-to-digital migration and improves search accuracy

DocuShare supports a wide range of scanning needs with tools for both distributed and centralized capture. Your team will receive complete, accurate information with fewer errors when you enable scan-to-process and scan-to-archive capabilities. You consume and file less paper, save resources, staff time, storage space, and drive faster decisions.

Collaboration empowers people to work more effectively together

Distributed work groups can maximize their team's knowledge when collaborating on documents and projects. Organizations become more effective, efficient, and informed through DocuShare's collaboration features such as wikis, blogs, workspaces, document routing and approval.

DocuShare enhances SharePoint collaboration

DocuShare serves as the system of record for high-value documents. Important information is managed in one centralized DocuShare repository that is optimized for image capture and robust document management. Users can easily access information from DocuShare in their SharePoint portals through the DocuShare plug-in so they can collaborate in a familiar environment, while your organization maintains cost-effective control and visibility into all of your business-critical content.

Assurance in governance, risk, and compliance

DocuShare helps you protect and retain important business information and gain visibility into who did what, when, with your content. Organizations can easily enforce their internal policies to comply with HIPAA, JCAHO, ISO 900, OSHA, Sarbanes-Oxley, and other regulations pertaining to human resources, healthcare, financial services, legal, and other regulations and standards. This is a simple way to enforce your specific rules and produce detailed, accurate audit trails. In addition, powerful, sophisticated search tools help you discover key content quickly and easily when required.

DocuShare helps organizations dramatically reduce the amount of time spent on processing paperwork so knowledge workers can focus on getting their real business done.

DocuShare Enterprise manages high volume and complexity

DocuShare Enterprise is designed and recommended for organizations that manage millions of documents and support mission critical business processes requiring sophisticated work flow automation.

For more information, see the DocuShare Enterprise data sheet or call 1-800-735-7749.

New! DocuShare Mobile App

Have an iPhone, iPad, or iPod Touch? Go to the Apple store and type in "DocuShare" to get DocuShare Mobile.

BLI Winter 2011 Pick Outstanding Document Management Solutions

InfoWorld 2011 Green IT Winner

Capabilities:

- Business Process Automation
- Enterprise Workflow
- Content Rules
- eForms
- Routing
- Capture
- Enterprise Capture
- OCR
- Email Agent
- MFP Integration
- Collaboration
- Workspaces
- Public Web Access
- Wikis/Blogs
- Governance; Risk & Compliance
- Lifecycle Manager
- Content Encryption
- Audit Trail

Just imagine what your team will accomplish when information is at everyone's fingertips and paper-based processes are virtually eliminated.

For more information, or to schedule a live web demo, call 1.800.735.7749 or visit www.docushare.com

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