



Document Management

Key Benefits

- Access anytime, anywhere from multiple devices
- Protect, control, and track your documents quickly and efficiently
- Monthly fee based on volume
- Unlimited internal or external users such as vendors or clients
- Top level security with user rights and privileges
- Unlimited users and access
- Rapid deployment and easy to use
- Regulatory compliance
- Complete document management tools and functionality

Proven Solution to Manage, Archive, and Retrieve Documents Online

Cloud Document Management allows organizations to remain focused on core competencies instead of building complex, capital intensive, in-house alternatives.

The on-demand service needs no purchase of hardware or software. The cloud model offers upload and index capability, automated data capture workflows and customization to integrate into your workflow environment.

The services reach far beyond hosted content, managing the entire lifecycle of digital assets. Store over 350 document formats for fast, easy access anytime, from any location.

Let the Automated Data Capture services work for you to remove manual data entry, saving time and costs; plus improving accuracy. Captured Data is passed back to the customer in a pre-defined file for input to other internal systems.