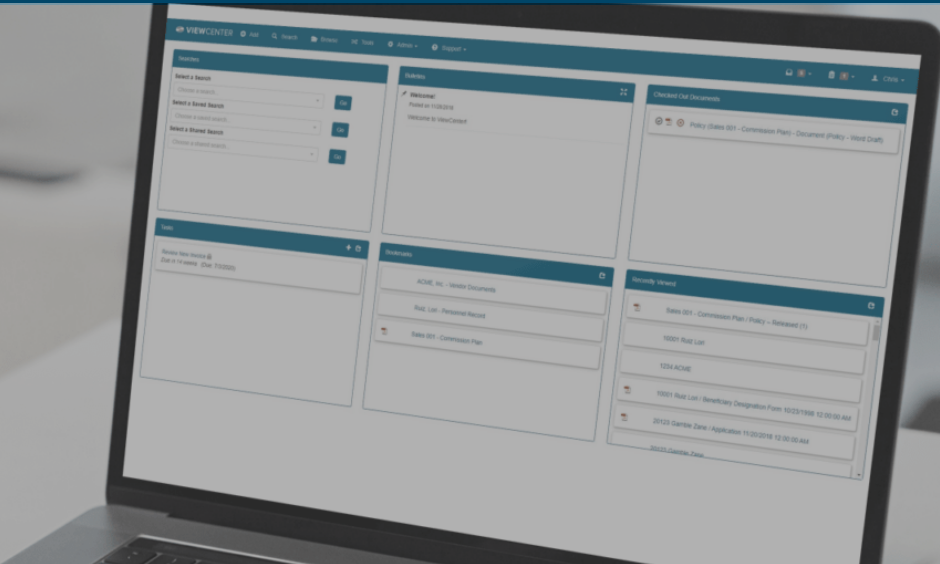


5 Ways Your Business Will Improve with Document Management Software



For a business to evaluate, purchase and implement a document management software (DMS) requires the alignment of leadership support, budget, need, and end-user adoption. Ask yourself if your business would benefit from the five improvements mentioned here. If yes, maybe it's time for your business to discover all that a document management software has to offer.

Reduced Labor Costs

1

Avoid adding staff to keep up with company growth and the increased volume of paper records that result. Even better, the time to file, retrieve and share digital documents is a fraction of what it takes with paper. Less labor equals less cost.

Improved Customer Response Time

2

When a customer request comes in you need to respond within minutes. Full-text search within documents and saved searches make that possible. The result is happier customers and staff.

Improved Efficiency

3

Put the power of web-based automation at your staff's fingertips. Improve their efficiency with task-based workflow, record retention, version control, and event log features; just to name a few.

Secure Storage of Records

4

It's very difficult and expensive to truly secure paper. DMS enables permission-based access at the group, user and even document level. What's more, documents stored in the Cloud are also safeguarded from disasters at your company's location.

Cloud-Based Mobility

5

Mobile document management software with responsive design provides a tailored user experience based on the device being used; computer, tablet, or smartphone. Mobile DMS is also compatible with all modern browsers including; IE, Microsoft Edge, Chrome, Firefox, and Safari.