

Laserfiche Rio

RICOH
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Agile Enterprise Content Management

For your various teams and departments, one size does not fit all – and the workflows and processes that help one group succeed may frustrate and inhibit another group. Traditionally, giving each team within your enterprise the freedom to work its own way leads to multiple, conflicting Enterprise Content Management (ECM) Systems – causing information silos and slowing down processes. Establishing a centralized process can help mitigate risks and optimize costs, but employees feel frustrated when they are all forced to work the same way.

Laserfiche Rio offers both enterprise-wide efficiency and department-level flexibility – so you don't have to choose one over the other. This ECM solution can help you make the most of your existing IT portfolio while improving the way you work. Give your IT department central control over standards, security and auditing. At the same time, give your department heads the flexibility to easily customize and manage their own systems – without any assistance from the IT department.

This Solution Features:

Robust Core Architecture

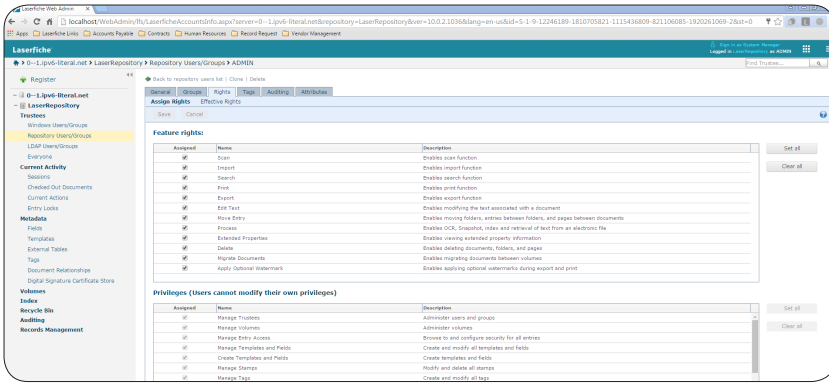
Document imaging, document management and records management functionality come standard – not as additional modules.

Key Capabilities

Improve efficiency with unlimited servers and repositories, capture workflows and transparent records management.

Simple Design for Faster User Adoption

Laserfiche Rio is designed to be easy to purchase, easy to deploy, easy to support and easy to extend.



The **Laserfiche Rio** Web Administration Console lets you perform administrative tasks – such as creating user accounts and setting security permissions – from any browser.

Who Can Benefit

- Large enterprises that want to control documents across multiple departments with business process management tools

Benefits

- Offer individual departments, offices and business units the flexibility to customize their own business process management workflows
- Extend business processes to the point of capture with mobile applications
- Eliminate silos and make content accessible to multiple systems, departments and staff members
- Reconfigure easily as your needs change – the solution grows with you

Using this Solution

- Use Laserfiche Rio's Mobile application to capture, upload and work with documents while on the go
- Send electronic documents, Dropbox™ files and email attachments into the Laserfiche repository from your mobile device
- Initiate or continue workflow processes with a drag-and-drop form builder that includes an embedded workflow engine and task lists
- Conduct ECM tasks with a feature-rich Web interface – does not require any software to be installed, maintained or updated at the workstation
- Provide users with appropriate security rights access to real-time statistics through a dashboard interface
- Meet compliance mandates with a built-in auditing function
- Improve visibility with access to details about specific times a workflow ran – including charts, statistics and data
- Automate the process of retrieving and updating information from third-party databases
- Maintain granular control over content with access control lists, security tags and privileges

Implementation

- Open platform integrates with your existing IT portfolio of line-of-business and legacy applications
- Scale easily from one hundred to hundreds of thousands of users
- Bundled functionality gives every department access to the tools they need
- Built-in script editor supports custom C# and VB.NET scripting
- Supports SSL communication
- System can be administered using the desktop Administration Console, via web browser with the Laserfiche Web Administration Console or with a snap-in for Microsoft Management Console
- Licensing model allows for the deployment of unlimited servers and repositories
- Servers support industry-standard Microsoft and Oracle® database platforms
- Support for virtualization, mirroring, test, development and other environments
- SDK includes COM, .NET and Java libraries
- Intuitive, graphical designer interface – with wizard-driven configuration – lets you design and build high-impact, customized workflows
- VERS-certified digital signatures
- Includes DoD 5015.2-certified Laserfiche Records Management Edition – with integrated records management, security, auditing and reporting capabilities
- Expose the folder structure with Windows Explorer for simple drag and drop browsing
- Assign access rights and permissions directly to Active Directory® groups



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