



Content management for every enterprise

Explore how **Fuji Xerox DocuShare 7.0** can help transform your operations, accelerate business processes, empower employees, and allow you to collaborate effectively with your customers.

Businesses today are unrestricted by geographical boundaries, with the freedom to tap into new demands wherever they arise. But to win, attract and retain customers, you need to empower your employees with the technology to gain access to the right information at the right time in order to deliver engaging and rich customer experiences.

Increase productivity and workplace efficiency with DocuShare

Manage content more efficiently by accelerating business processes and workflows through a central location for your business content, enabling better sharing, connectivity and collaboration.

Fuji Xerox DocuShare 7.0 is a feature-rich Enterprise Content Management (ECM) solution that offers businesses the flexibility they need and expect today. DocuShare can be used out-of-the-box to meet the requirements of departments or smaller businesses, but easily adapted to fit your requirements and specific business processes.

You can also scale up with additional seats, and leverage the advanced features of DocuShare to build sophisticated solutions as your requirements change and grow.

Benefits of DocuShare 7.0

1. Managed efficiently



Better control over content chaos – different sources and type.

2. Seamlessly collaboration



Seamlessly transition content between the physical and digital workplace, from desktops or mobile platforms.

3. Improved productivity



Support new ways of working and speed of doing business.

4. Secured Innovation



Secure your enterprise content, control sharing while foster better team collaboration.

5. Leveraged data



Maintain audit trail and content lifecycle.

6. Planned productivity

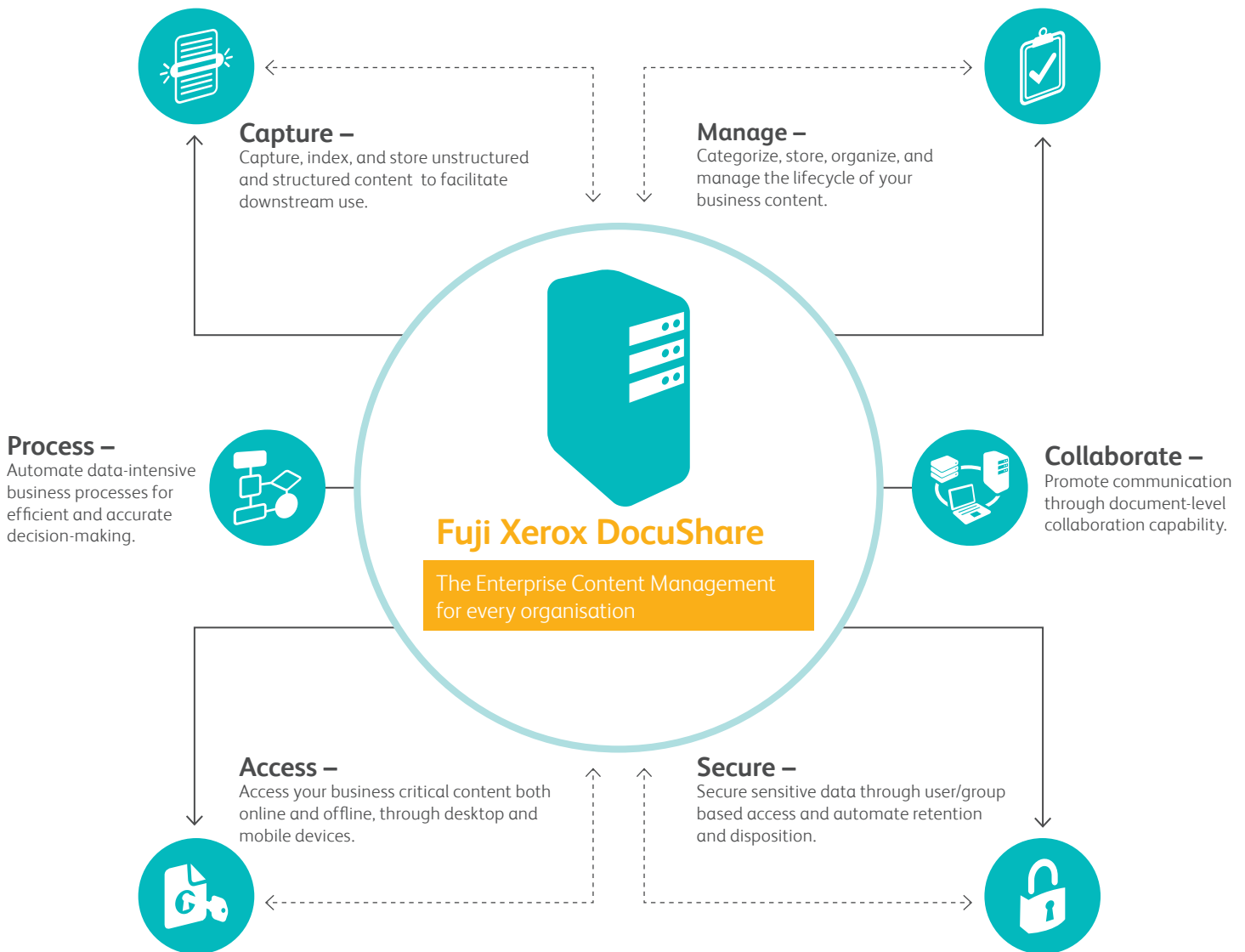


Be able to scale your ECM requirements as you grow your business.



ECM components

- Comprehensive Content Management • Intelligent, One-Step Scan to Workflow • Workflow Automation for Faster Processes • Lifecycle Management for Security and Archiving • Access from Web, Mobile, Business Applications



Cross-industry solutions with DocuShare




If your business is looking for ways to streamline processes as part of a digital transformation, Fuji Xerox DocuShare ECM platform provides the capabilities you need to meet document-centric challenges. You can start with one department to automate a process quickly, then expand into other departments and eventually into the entire workplace.

DocuShare can be customised to address different business needs

 Contract Management <ul style="list-style-type: none">• Vendor Management• Contract Routing and Approval	 Finance and Accounting <ul style="list-style-type: none">• Accounts Payable• Expense Report Processing	 Human Resources <ul style="list-style-type: none">• Personnel File Management• Employee Time HR Onboarding	 Operations <ul style="list-style-type: none">• Policy and Procedure Management• Community Engagement, Portal• Intranet	 Governance <ul style="list-style-type: none">• Compliance and Accreditation Management• Storage and Policies
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A package to suit all enterprise needs

DocuShare is available in a range of configurations to meet your technical, financial and organizational requirements. You still get the great ease of use, scalability and robustness, and Xerox® service and support.

 Express <ul style="list-style-type: none">• Supports workgroups of up to 10 persons• An affordable document management software to help workgroups convert paper documents to digital for easier management.	 Standard <ul style="list-style-type: none">• Supports document routing, content management, collaboration & image capture• Suitable for small and medium-sized businesses (SMBs) who require ad-hoc information sharing & distribution• Create hybrid workspaces for external and/or internal users by adding Working Folder® module.	 Enterprise (CPX) <ul style="list-style-type: none">• Customisable content rules• Build your own enterprise workflows• Create eForms to automate data capture and content entry• Enterprise-ready and suitable for Business Process Management• With Imaging Capture (OCR) add-on, you can transfer any physical content into searchable digital content.
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<For Your Safe Use>
● Before using the product, read the Instruction Manual carefully for proper use. ● Use the product with an appropriate and adequate power source and voltage displayed. ● Be sure to ground the machine. In the case of a failure or short circuit, an electric shock may result.

For more information or detailed product specification, please call or visit us at

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