

Is your **critical data** trapped in forms?



**29%** of business are **processing** more than **1,000 forms per business day** (250,000 per year).

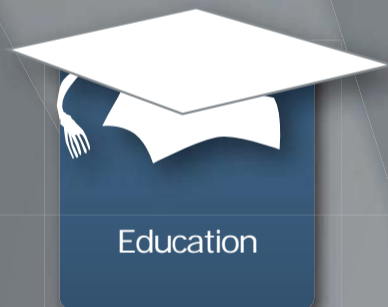
- AIIM, 2012



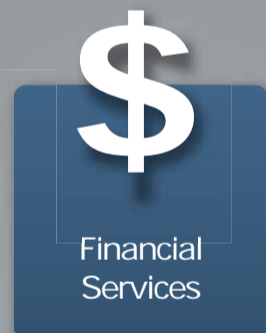
What **data** do **you need** from documents?



Healthcare



Education



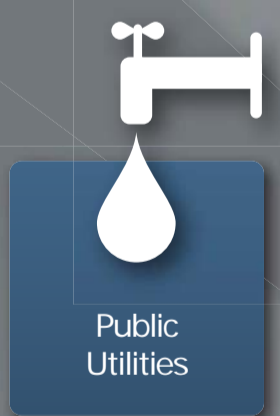
Financial Services



Manufacturing



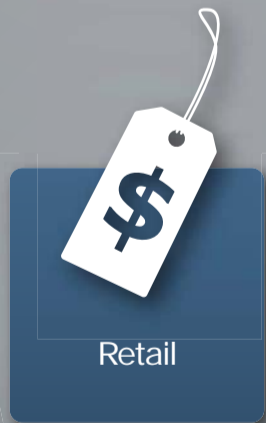
Insurance



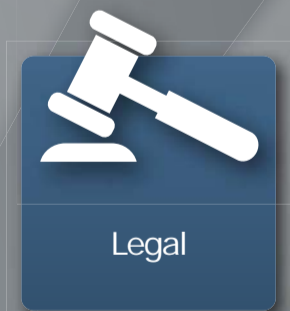
Public Utilities



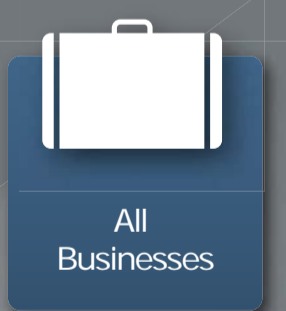
Government



Retail



Legal



All Businesses

**49%** of the **insurance industry** reports forms not processing completely as a **point of pain**.

- IDC, 2013



**52%** of the **medical industry** reports finding relevant information as a **point of pain**.

- IDC, 2013

# How to **get the most** out of your data:



Documents can include invoices, checks, claims, applications, fax, scans, spreadsheets, PDF's, images, Word documents or additional existing electronic documents.

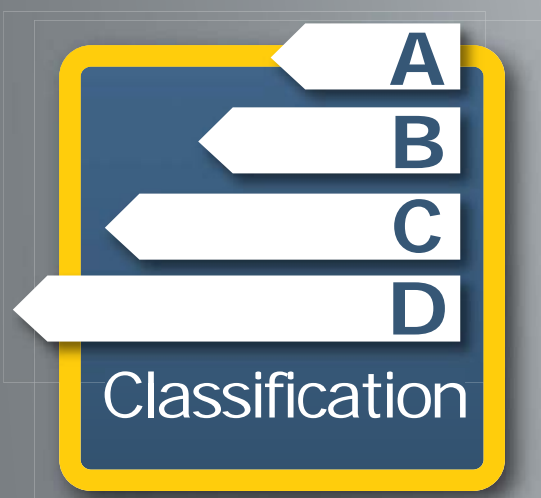
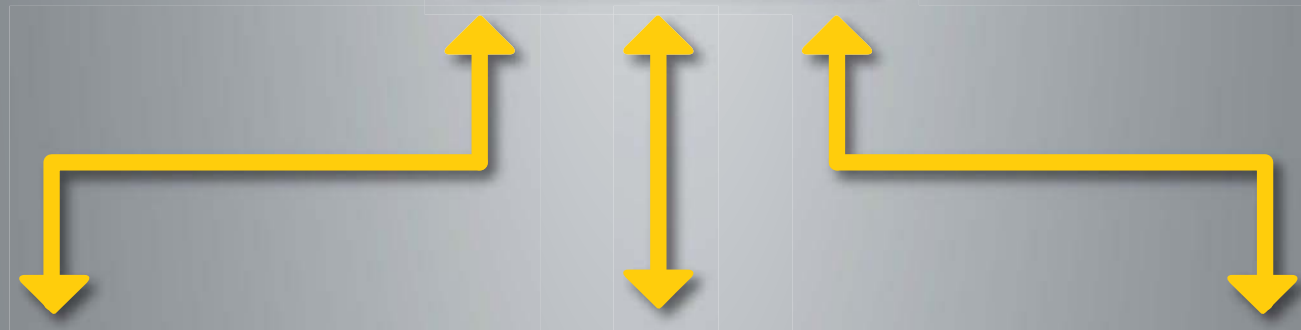


Extensive sets of functions can be used to improve the image quality such as:

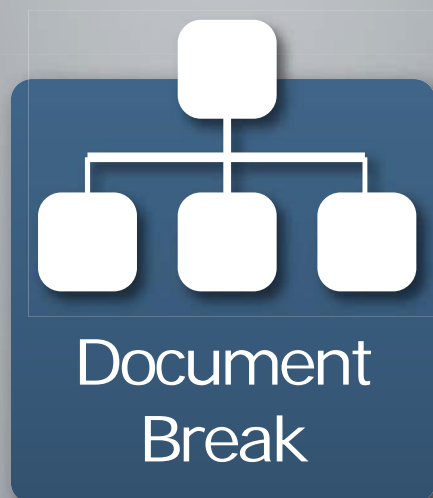
image enhancement, de-skew, de-speckle, crop, rotate, double feed detection, blank page, color drop out, ect.



Recognition technologies valuable to indexing each image include: barcodes, OCR, full-text and zonal.



This is **REALLY** where you **SAVE** money!



Extract all relevant information such as: document type, customer name, custom index fields, barcodes, OCR and absorb additional information from applications. (email, word processing, ect.)



Inspect files to ensure and validate the process was correctly completed or to be flagged and re-scanned.



Electronic content is released to storage, document filing, document management system, records management, retention plan, print, email, workflow/business process and/or content mangement.

# Why should you **extract data** from forms?



**59%**

Improved searchability/sharability

**47%**

Improved efficiency



**42%**

Reduced storage space



- AIIM, 2014

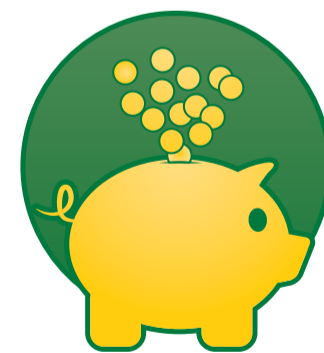
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**CONTROL***NOW*



**MONEY***NOW*

