

How Can A System of Record (SoR) Benefit Your Organization?

Managing work and critical business information in **multiple systems** can **complicate** business processes and delay decision making. IDC reports that 61% of employees access on average **4 to 11** unique systems to complete one task. Using a variety of systems to complete a task is **time-consuming** for employees and **costly** for businesses. Implementing a **SoR** will **streamline** your business processes under **one consistent system**.



What is a System of Record (SoR)?

Information management policies and systems that aggregate and securely store critical data, while managing the document lifecycle, empowering business process automation, and enabling compliance with regulations. A SoR can compile and store information from multiple sources into one secure location.

10 Advantages of a SoR

With a SoR:

Securely Manage Important Business Data >>

Securely store all critical business information in one system, making it easy to manage information and maintain data integrity.

Provide Simple, Quick Access >>

Access the information you need, when you need it, improving employee productivity, reducing long approval times, and simplifying business decision making.

Reduce Your Operating Costs >>

Limit the amount of hands that touch documents, and reduce costs associated with routing data through business processes.

Enable Compliance With Regulations >>

Set automatic record retention and destruction policies that align with specific regulations your organization must follow.

Control Information Chaos >>

Know what data you have, where the data is located, and how long the data should be stored.

Simplify Data Collection >>

Build custom e-forms for customers to fill out that automatically enters their data into a specified location.

Automate Business Processes >>

Automatically route business records through processes such as AP, HR, and more.

Enable Team Collaboration >>

Provide instant access to information and control document versions, enabling easy data sharing for teams and departments.

Simplify Audits >>

Store all critical compliance information in one spot and provide auditors secure access to the data they need.

Grow Easily With Unlimited Scalability >>

Enjoy unlimited data scalability, meaning your data storage capabilities will grow automatically as your business grows.

>> **“Businesses are looking to centralize data management and delivery to leverage data to control their business and the user experience.”** <<

-“Data Age 2025: The Digitization of the World from Edge to Core”, IDC, 2018

“ Aggregating information into a single source (SoR), simplifies sharing data across departments, job responsibilities, leading to increased revenue, better decisions, happier employees, and less risk. ”

-Digitech Systems 2019

Plan for the future. Get your system of record setup now.

Contact us today! • www.digitechsystems.com • 866.374.3569