



Capital Solutions

Improved Efficiency

Business today faces a challenge; the challenge of improving efficiency in a world of increased legislation & regulation, risk management and changing working practices, all adding to the mountain of documents to be handled, filed and retrieved.

The Laserfiche Electronic Document Management system from Capital Solutions will help your business meet these challenges and provide a platform for continuous improvement in document handling.

Widely Accepted

Laserfiche is a document management system that is used in over 21,000 organisations worldwide in sectors including Legal, Financial Services, Education, Local Government, Healthcare, Engineering and Construction. It can scale from small businesses up to the largest corporate with a modular approach that allows you to spread the cost while growing the system to meet your needs.

A Laserfiche Electronic Document Management system from Capital Solutions will enable you to:

- Provide rapid access to documents
- Substantially reduce paper storage and retrieval costs
- Free up valuable and expensive office space
- Never misfile or lose documents
- Reduce time taken and cost for document processing
- Share documents between people, teams, departments and offices
- Provide remote and home working access to company information
- Simplify retention schedule management
- Improve and support regulatory compliance

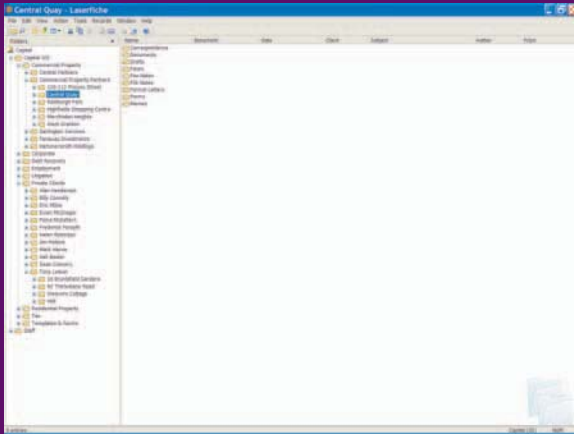


let your ideas flow

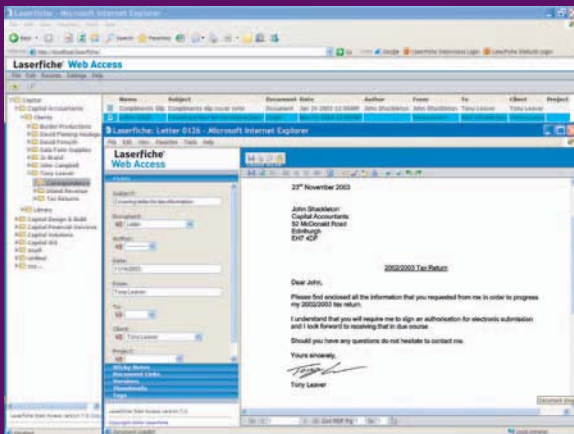
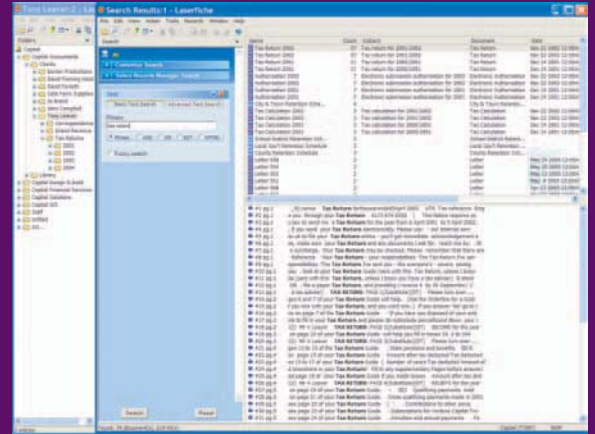


Benefits of Laserfiche®

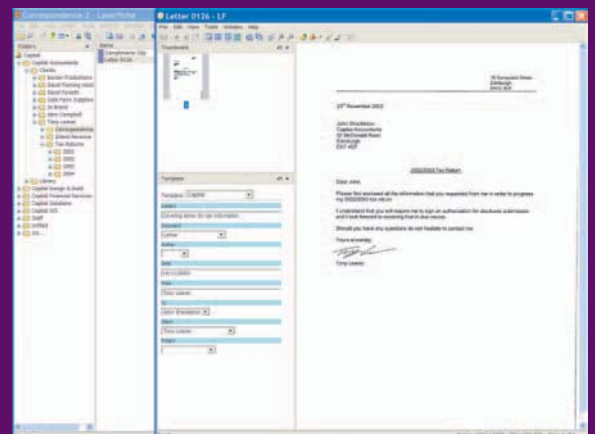
Easy to Use with Intuitive Folder Structure



Fast Search & Retrieval



Access Anywhere, Anytime via Web Browser



Find & View any Document

Ease of Use

The simple and intuitive interface ensures users are up and running with little or no training, helping to maximise productivity in handling, filing and retrieving documents.

Fast Search & Retrieval

Laserfiche gives users the ability to search through mountains of documents in a matter of seconds. The simple search screens allow users to search, find and view any document.

Rapid Deployment

A Laserfiche system can be installed and running in a matter of days, providing immediate user benefits and rapid return on investment.

Access Anywhere, Anytime

Laserfiche provides access to company information from any place, at any time, via a standard web browser.

Security

Comprehensive security prevents unauthorised access. Sensitive data within individual documents can even be secured with the use of overlays.

Accountability

The Laserfiche audit trail provides detailed reports of who accessed which document, for what purpose and when.

Process Automation

Document workflow improves productivity whilst maintaining a detailed audit trail of all document activities.

High Volume Capture

Document capture tools enable users to enter both paper and electronic documents from any point in the organisation with automated indexing and data entry, saving time and improving quality.

Integration with Your Business

The integration toolkit provides the ability to link with existing business systems, protecting investment and adding value.



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Call us

To arrange an introductory demonstration contact our Laserfiche experts.

Free Phone 0800 844 744