# Going Paperless with DocuWare

# Benefits of a paperless office

**Here are some of the reasons why organizations are working to make the paperless office a reality:**

**Simple User Interface** which simulate the real-life process document with the concepts of filing cabinets, trays, desk.

Quickly and reliably extract all necessary information with the help of **Intelligent Indexing (AI-Powered & ML-Driven)**, which take over mundane tasks like assigning metadata and even recommending taxonomy improvements. **AI & ML** works at a scale and speeds no human operators can match.

The new breed of **low-code** development tools empowers business users to build applications in hours that used to require months of software engineering.

Provide seamless flow of information between applications, departments and teams through flexible, secure and holistic integration. With 500 different **integrations** across email, team portals, CRM, ERP, HR systems, homegrown software and more, our success speaks for itself. DocuWare also integrates with key business hardware like scanners and multifunction devices for effortless conversion of paper to digital.

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### Cleaner office
Imagine no more filing cabinets, fewer printing devices, and shelves of storage reclaimed from paper and toner supplies. Less shipping, less photocopying, less filing and searching. The first advantage is a cleaner, brighter, more spacious office.

### Streamlined workflows
Automated workflow makes the right content accessible at the touch of a button whenever and wherever you need it. It takes only seconds to route and share documents across multiple departments and systems.

### Reduced business risk
Custom access controls and digital data security make it easier and less expensive to maintain compliance and reduces the likelihood that missing documents will result in fines or lost revenue.

### Positive environmental impact
If you have a "green" initiative in place, one of the easiest ways to reduce your carbon footprint is to print, ship and store less paper.

### Increased visibility
Using digital workflows instead of paper results in greater transparency, allowing management to monitor business processes in real time for smarter decision making.

## DocuWare is best-in-class

- True multitenant SaaS solution built on Microsoft Azure for high reliability, scalability and security
- Built for converting manual, document-centric processes into fast digital workflows
- Recognized for ease of use and straightforward implementation
- Subscription model eliminates upfront investment and provides an immediate ROI
- Extensive experience with digital transformation for businesses of all sizes

## Schedule a free demo
Email us: Marketing@ricoh.com.vn

"We've cut our paper usage in half during a period of high growth. With revenues up 26%, handling this growth pattern is no longer a problem, and we've already realized our ROI in just under a year."

Pam Naslund
Office Manager, PEER Bearing

**Microsoft** GOLD CERTIFIED *Partner*

**CSA** cloud security alliance℠

**SAP**® Certified Integration with SAP NetWeaver®

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