

HIGHLIGHTS

- Integrated capture and processing
- Core content management
- Configurable BPM
- Controlled and flexible governance
- Comprehensive risk management
- Simplified administration
- Grows with your organization

Laserfiche® Rio™

Optimize your Organization with Agile Enterprise Content Management

DESCRIPTION

For any organization, managing information and content is a major challenge. But it's also key to achieving success in the Oil and Gas industry, both now and in the future.

Laserfiche Rio™ combines powerful enterprise document management software with sophisticated business process management software to accelerate the flow of information throughout your enterprise—all while simplifying administration, installation and support for your IT department. The Rio system brings together the most popular modules of the Laserfiche content management suite in a new format specifically designed for enterprise deployment.

Laserfiche RIO ECM system is different;

- Implement a global point of control for all your organization's information, without forcing localized groups to change their existing business processes.
- Extend the core Laserfiche strengths - information management, document imaging, DoD-certified records management, business process management, system activity monitoring and Web publishing - throughout your enterprise.
- Calculate the cost of most systems by doing little more than counting employees, with easy-to-budget named user licensing.
- Use the unlimited Laserfiche Servers included with the Rio system to accommodate satellite offices, create failover environments or implement pilot projects.
- Enable departmental staff or analysts to customize their individual views to suit their unique filing systems, implement customized workflows and accommodate specialized business processes, without interfering with centralized administration and control.
- Complement your Microsoft SharePoint® installation with document imaging and archiving, superior search functionality and a user-friendly interface.

A COMPLETE ENTERPRISE CONTENT MANAGEMENT SOLUTION.

Laserfiche Rio enterprise content management is a powerful, complete solution that is straightforward to purchase, deploy, extend and manage. With Rio, you have the flexibility to reconfigure your system to accommodate changing requirements, project scopes and business conditions, so your solution fits even unique situations without extensive development, programming or staff effort.

The Rio system includes information management, document imaging, DoD-certified records management, business process management, system activity monitoring and Web publishing modules in a single procurement.



EXTEND YOUR SOLUTION WITHOUT RISK

Rio organically expands throughout your organization, crossing departmental boundaries and easily integrating with your other line-of-business applications and legacy systems to eliminate data silos. The Rio system includes Web Access™, a Section 508-compatible Web-based thin client that is easily integrated into existing networked environments and enables staff to access the Laserfiche repository without installation and maintenance at the workstation level.

INTEGRATED CAPTURE AND PROCESSING

- Integrate document capture with document-driven business process automation with Laserfiche Quick Fields™, the only production-level document capture and processing platform developed exclusively for a specific ECM system.
- Extend business processes to the point of capture, make information accessible immediately and audit interactions with information regardless of where it is in the capture process.
- Bring capture to mobile workers with patented phone processing technology, an iPhone application and lightweight web interfaces for mobile devices.

CORE CONTENT MANAGEMENT

- Unite document imaging, document management and records management functionality as part of the Laserfiche system's core architecture.
- Eliminate silos by managing and storing content so it is accessible to multiple systems, departments and staff members.
- Scan, import, search and access documents directly from your Microsoft SharePoint® site.

CONFIGURABLE BUSINESS PROCESS MANAGEMENT

- Create workflows with an intuitive, graphical design tool that provides a top-down process map, toolbox of activities and wizard-driven configuration.
- Design custom routing rules with an embedded editor supporting C# or VB.NET scripting.
- User activities written for Microsoft Windows Workflow Foundation™ to extend workflow functionality to all line-of-business applications.

CONTROL GOVERNANCE AND RISK MANAGEMENT

- Simplify governance by integrating DoD 5015.2-certified records management with workflow technology to dynamically build customized views of the repository for individual business units.
- Share and enforce best practices by automating manual processes, including content classification and filing.
- Archive and manage Microsoft SharePoint documents in the Laserfiche repository once the collaboration phase is complete.
- Build a common, ECM infrastructure that not only meets outside regulations but also uses auditing and monitoring to incorporate internal controls.
- Empower compliance officials to regularly review user activity, assess the effectiveness of internal control mechanisms and demonstrate regulatory compliance with Audit Trail, Laserfiche Rio's built-in solution for security and compliance.
- Maintain granular control over content with access control lists, folder filtering, security tags and privileges.



Laserfiche Rio System Topology

No matter how many standards you have to set, or how many different strategies you must align to, the Rio system is a single solution that meets diverse business needs enterprise-wide.