

## LASERFICHE SUITE

The Laserfiche Suite consists of unique product offerings based on organizational size, customer requirements and deployment needs. UFC Inc offers the following products from this suite.

- **Laserfiche Rio™**
- **Laserfiche Avante™**

See individual data sheets for specific information on these product offerings.

# Laserfiche® Suite

## Enterprise Content Management Solutions

### DESCRIPTION

Laserfiche® is a robust and scalable Enterprise Content Management (ECM) suite of products designed to address complex business requirements by allowing companies to more efficiently and cost effectively capture, manage, store, preserve and deliver content and documents. It enables companies to integrate legacy systems, third-party databases and information from various business applications with paper and electronic documents. With the platform's comprehensive search and retrieval capabilities, any information a user needs is right on his or her desktop. Full-text index and other precision search features reduce time lost on hard-copy file retrieval, and users can also take advantage of capabilities such as redaction and electronic "sticky" notes.

Unlike most ECM vendors, Laserfiche supports both distributed and centralized capture models and supports both Microsoft and Oracle databases. This modular and extensible platform makes it a preferred solution for companies within the Oil & Gas Industry by helping to create, collect, transform, track, manage and deliver information anywhere within the enterprise - even at remote locations.

Previously scanned images, PDF files, word-processing documents and other electronic files can be imported into a repository, and users can also send documents from Microsoft Office, Outlook and Windows Explorer directly to the Laserfiche repository. When exporting images, users can choose to save in different file formats, including PDF. Users can also password-protect images exported as PDFs and can export images, text, briefcases, electronic documents and search result lists.

Laserfiche is a global solution, with deployments in the United States, Europe, Latin America, Australia, the Middle East and Africa to name a few, and supports languages including English, Spanish, Portuguese, French, Arabic and Vietnamese.

### CAPABILITIES UNIQUE TO LASERFICHE;

- versatile system accommodates both hard-copy and electronic documents
- support for Microsoft® and Oracle® database platforms
- modular product - pay only for the capabilities needed
- easy to use via client desktop software or web-based interface
- exceptional overall ease of administration
- simple procedures for associating metadata to documents
- robust search capabilities
- simple importing and exporting of files into repository
- intuitive workflow module allows administrators to easily create complex workflows for users
- demonstrates compliance with Sarbanes-Oxley, HIPAA and fully Department of Defense (DoD) compliant. Documents can be erased security with deletion protocols compatible with DoD 5220.22-M

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