ICC INNOVATION™

Laserfiche®

Laserfiche Cloud

Laserfiche Cloud is a Software as a Service (SaaS) solution that provides a central digital repository accessible from anywhere.

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Laserfiche Cloud at a Glance

- Upload, view and modify content in a streamlined fully responsive web interface
- Create new documents and digitize existing archives
- Work with documents in a secure, digital document repository
- Facilitate compliance and reduce risk management with built-in-audit reports
- Manage, create and set up security rights from one administrative login
- Connect your repository to productivity applications with built-in Microsoft Office® integration
- Schedule bulk import and archival of paper and electronic documents
- Automatically share, process and update forms and customer data with the included Laserfiche Integration with Laser App®
- Integrate other third-party applications–including most CRM systems–with one click using Laserfiche Connector, a code-free integration tool

Capture Documents From Any Device

Laserfiche Cloud makes it easy to centralize paper and electronic files from multiple devices.

- **Scanning:** Convert paper records to imaged files on demand by connecting your scanner to Laserfiche Cloud with the Laserfiche Scanning tool
- **Digital Capture:** Reduce back-office work by saving to default folders with one click, auto-importing documents and automatically populating metadata
- **Mobile Capture:** Turn photos taken on phones and tablets into searchable, secure documents

Simplify Process Management

Save hours of staff time with built-in business process management tools that boost staff productivity and simplify task management for resource-intensive, multi-department processes including invoice processing, travel and expense management and contract management.

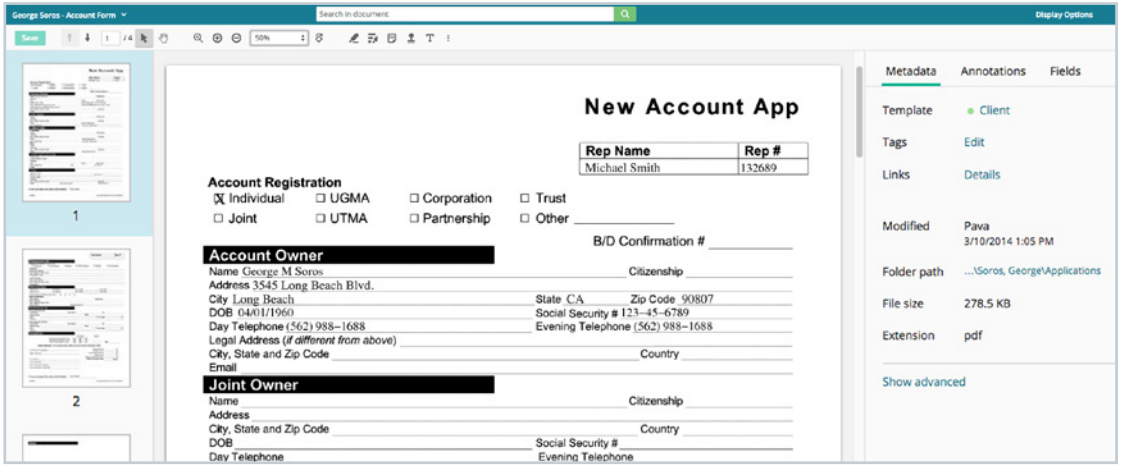
- **Electronic Forms:** Create and publish customized e-forms that require no coding or scripting
- **Work Automation:** Kick off routing and approval workflows when e-forms are submitted
- **Process Management:** View dashboards and reports of all submitted forms, pending and complete tasks and approval histories
- **Mobile Integration:** Review and approve submitted forms from any mobile device to keep business processes moving forward no matter where you are

Intuitive folder structures and a responsive user interface enable secure document access on any device.

Enable Rapid Adoption With User-Friendly Features

Get employees, customers, contractors and third parties using digital documents quickly with repositories that provide filtered, personalized views of files and options.

- **Custom User Views:** Filter by recently opened, frequently used and active documents
- **Rich Search:** Instantly retrieve documents with quick and advanced search options tailored to individual users' security rights
- **Robust Metadata:** View and modify all document metadata, annotations, fields and other modifications in a single user-friendly pane



Update documents, redact confidential information and change document metadata from one place.

Protect Documents With Robust Auditing And Security

Bring control and transparency to your operations with built-in tools that manage the use of information assets stored throughout your Laserfiche Cloud system.

- **Automatic Auditing:** Automatically generate reports of user actions, document access and modifications
- **Built-In Disaster Recovery:** Perform system backups automatically without user intervention
- **Granular System Security:** Control user actions and document access down to the metadata level from a streamlined administration account
- **Digital Signatures:** Post signing requests to DocuSign® to sign documents directly from Laserfiche Cloud

Laserfiche®
Run Smarter®

ICC INNOVATION™
Digital Solutions to Empower Growth & Efficiency

About Laserfiche

Laserfiche Enterprise Content Management transforms how organizations manage information, automate document-driven business processes and make timely, informed decisions. Using Laserfiche, organizations can innovate how documents and unstructured information are processed and analyzed to achieve business results. Laserfiche provides intuitive solutions for capture, electronic forms, workflow, case management, cloud, mobile and government-certified records management. Since 1987, Laserfiche has been the trusted choice of more than 36,000 organizations worldwide.

About ICC Innovation

ICC Innovation helps local governments improve records management and streamline everyday processes using Laserfiche solutions. With more than 25 years of experience as a trusted Laserfiche Solution Provider, our team supports organizations with implementation, automation, integration, training, and ongoing support. We work closely with public sector organizations to make information easier to manage, workflows more efficient, and services more accessible to the communities they serve.

Your Next Step

Access an On-demand Webinar
https://bit.ly/ICC-LF101

Learn More
Laserfiche | ICC CDS

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