Xerox® DocuShare®

Empower your business with tailored on-premise or private cloud management for enterprises, SMBs, and large departments.

In today's digital age, many businesses still rely heavily on paper and manual processes, hindering growth. DocuShare® offers a better way to work by making it easy to digitize, automate, and manage your content and business processes.

STREAMLINE OPERATIONS WITH ADVANCED DOCUMENT MANAGEMENT

DocuShare® on-premises enables the capture, conversion, and sharing of hard-copy documents while efficiently organizing existing digital content. Its advanced automation accelerates and simplifies business processes across critical departments, ensuring minimal disruption and enhanced efficiency. DocuShare offers highly configurable solutions to address complex business processes effectively.

Digitized Processes

- Streamline core business processes such as vendor management, contract routing, approval, personnel file management, and order approvals. Make these processes predictable, trackable, and efficient.

Easy, Intuitive Content Management

- Capture, index, and store large volumes of structured and unstructured content. Enhance efficiency through automation, real-time collaboration, and version control.

Better Collaboration

- Foster communication with document-level collaboration, helping departments and distributed teams work more effectively.

Secure, Anytime/Anywhere Access

- Connect teams to content from any location while safeguarding sensitive data. Minimize risk with user- and group-based access, auditable tracking, and retention policies.

Highly Configurable

- Tailor DocuShare to fit your specific business needs with customizable workflows and document types, ensuring the platform grows with your organization.

ConnectKey Integration

- Leverage the Xerox® ConnectKey® app to access DocuShare features directly from Xerox multifunction printers, enhancing convenience and productivity.

Mobile Access

- Use the mobile app to access, upload, and share documents on the go, ensuring your team stays connected and productive from anywhere.

Versatile Scalability

- DocuShare scales with your business, accommodating changes in user numbers, storage needs, and process requirements, ensuring long-term value.

Move beyond paper with Xerox® DocuShare® content management platform. This platform accelerates your digital transformation, making work faster, easier, and more productive.

CONTENT MANAGEMENT CHALLENGES

- Stalled digital transformation
- Legacy systems
- Inefficiency processes
- Privacy and security concerns
- Heavy content storage & retrieval
- Version control issues
- Unsecured file-sharing
- Insufficient access controls
- Delayed or asynchronous collaboration

BUSINESS OUTCOMES

- Enhanced collaboration
- Increased integration & mobility
- Greater efficiency
- Faster, secure file capture & sharing
- Full lifecycle management
- Automated workflows
- Anytime/anywhere access to content

Learn more at **xerox.com/ecm**.

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