Paperwise

Secure, Organize, and Connect Documents Through Paperwise Document Management

Whether your data is structured or unstructured, it is critical to organize it all. We take data from disconnected systems, paper-based workflows, emails, voicemails, spreadsheets, and more and combine it into one streamlined location. Our Paperwise Document Management solution allows you to put your content to work for you by automatically acquiring, digitizing, indexing, sorting, and matching your content with your existing business system data.

OUR FEATURES

- **Document storage:** A central repository for all your documents, including scanned paper documents, emails, attachments, and electronic files.

- **Document organization:** Tools to index and organize documents, making them easy to find and retrieve.

- **Document security:** User permissions limit and control access to editing and annotating documents for authorized users.

- **Version control:** Track changes to documents and revert to previous versions if needed.

- **Workflow automation:** Automate document-related tasks, such as routing documents for approval or sending notifications when a document is updated.

- **Collaboration tools:** Allow users to share and collaborate on documents in real time.

- **Intelligent Data Capture:** Converts scanned paper documents into data elements.

- **Audit tracking:** Users can see who has accessed and modified each document.

- **Accountability:** Utilizes notices and escalations for task responsibilities.

- **Easy access:** Access your documents from anywhere, on any device. Available in the cloud, on-premises, and through our hybrid platform for on-premises databases with cloud access.

OUR BENEFITS

Reduced costs: We can help you reduce costs by reducing paper usage and storage costs, as well as by improving your efficiency.

Increased efficiency: Our document management software can help you save time and improve your efficiency by automating document-related tasks and making documents easier to find and retrieve.

Increased compliance: Our software helps you comply with regulations by providing a way to track and manage your documents.

Enhanced security: We can help you improve the security of your documents by restricting access to authorized users and tracking changes to documents.