Archiv@lution

It’s been nearly four decades since the first mention of the “paperless office.” The world is still waiting. However, most organizations do have an online system to store and view documents. In fact, many have two or more separate archives, often acquired through mergers & consolidations. Often, these environments are antiquated and non-scalable.

Today’s enterprises need more than a document archive. Business users require fast and simple access to information from anywhere, delivered to anyone, in any form.

Forget paperless offices and disparate archives. You need information on demand that delivers better, faster business decisions and lower operational cost. PageCenterX® content management software lets your organization harness the full potential of your enterprise documents.

It’s your information. Make the most of it.

Unlock the Value of Documents

PageCenterX software from Levi, Ray & Shoup, Inc. (LRS) goes beyond simple document archiving. This scalable, browser-based solution:

- **Saves money and improves employee productivity** by providing instant document access and hardcopy reduction
- **Connects document workflows with critical business processes**, letting users easily import hardcopy documents for online access, “subscribe” to recurring document types, and receive email report notifications
- **Leverages existing infrastructure investments** through integration with popular business applications, office productivity suites, and network security solutions
- **Facilitates e-discovery and compliance efforts** with sophisticated search & auditing facilities as well as automated data retention/expiration rules
Works the Way You Do

Documents play a critical role in nearly every business transaction. But few workers actively manage their reports and other business correspondence. PageCenterX software lets you spend more of your time using data and less time looking for it.

The intuitive PageCenterX interface provides web-based facilities to access, search, and annotate any document regardless of format. Support for Active Directory and LDAP ensures secure user access to content with no additional administrative burden.

For users on the go, the PageCenterX mobile interface offers a simple yet powerful way to access documents wherever they are needed. Authorized users can also share documents electronically by sending a link or an attachment to an email recipient.

Workers in healthcare, manufacturing, and other industries often rely on an integrated application environment for the majority of their work tasks. PageCenterX software provides a documented interface for seamless connectivity to packaged software or custom-developed applications.

Built-in integration with the Microsoft Office productivity suite lets users open documents from or save documents to PageCenterX storage – all without leaving the Excel spreadsheet, MS-Word document, or other Microsoft application.

Advantage? End-user acceptance – business users get the benefits of robust content management without having to learn a new software package.
### PageCenterX Features & Benefits

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<th>FEATURES</th>
<th>BENEFITS</th>
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<tr>
<td>Electronic document storage &amp; distribution</td>
<td>Saves money by reducing the need for hardcopy distribution and print-related infrastructure</td>
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<td>Light footprint, web-based architecture</td>
<td>Provides easy access for office-based and mobile users</td>
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<td>Integration with Microsoft Office suite</td>
<td>Enables end users to save files to and retrieve from PageCenterX storage without leaving Word, Excel, etc.</td>
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<td>Extensive audit facilities and access records</td>
<td>Aids in e-discovery and compliance efforts</td>
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<td>Integration with document imaging devices (e.g., HP MFPs, Kofax capture solutions, etc.)</td>
<td>Saves time by archiving documents directly from device (“Scan2PCX” feature available on select HP MFPs)</td>
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<td>Streamlined interface for mobile devices</td>
<td>Enhances usability for mobile workers on the go</td>
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<td>Support for multiple document formats and computing platforms</td>
<td>Protects your investment in existing hardware, software, and document data streams</td>
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### LRS at Your Service

The best technology in the world won’t save you money if it’s not implemented correctly. That’s why LRS offers a full range of services to help customers evaluate their document delivery requirements, develop output strategies, and execute them on time and on budget.

#### Conversion Services

For the enterprise with one or more existing archives, change can be as intimidating as it is challenging. Let LRS do the heavy lifting. LRS consultants have a versatile set of conversion utilities designed to safely migrate data to PageCenterX format — and the skills to make them work for you.

Following a structured conversion methodology, LRS consultants use these utilities to convert business data and associated metadata. Working with client stakeholders, LRS tailors conversion tools to the specific customer environment and then provides these tools to the customer to migrate their data into the LRS solution.

#### Staff and Administrator Training

To get the most value from your software investment, your users and administrators need to learn the full capabilities of the PageCenterX software. LRS can provide administrator and end-user instruction in either "train-the-trainer" or direct training format, depending on your needs.
The LRS Enterprise Output Server

PageCenterX software is a powerful tool for storing, managing, and accessing documents in electronic form. It is also an integral part of the LRS Enterprise Output Server; a robust, scalable platform that helps organizations:

- Reduce spending on paper, toner, and other consumables
- Consolidate or eliminate printers, print servers, and other costly print infrastructure components
- Enhance user and IT staff productivity by eliminating the burden of print management

A recent analyst study concluded that the LRS customers reported an average ROI of 310% and a payback period of less than six months.

For over 30 years, LRS has maintained a singular focus on providing the world’s most reliable and feature-rich enterprise output management solutions. LRS software is running on six continents in more than 5,000 locations, helping customers from nearly every industry sector save money through improved output management.

See the LRS Enterprise Output Management website to locate the LRS professionals nearest you: www.VPSX.com/contact.