

Empower Yourself Through Digital Transformation

**KYOCERA Smart
Information Manager**



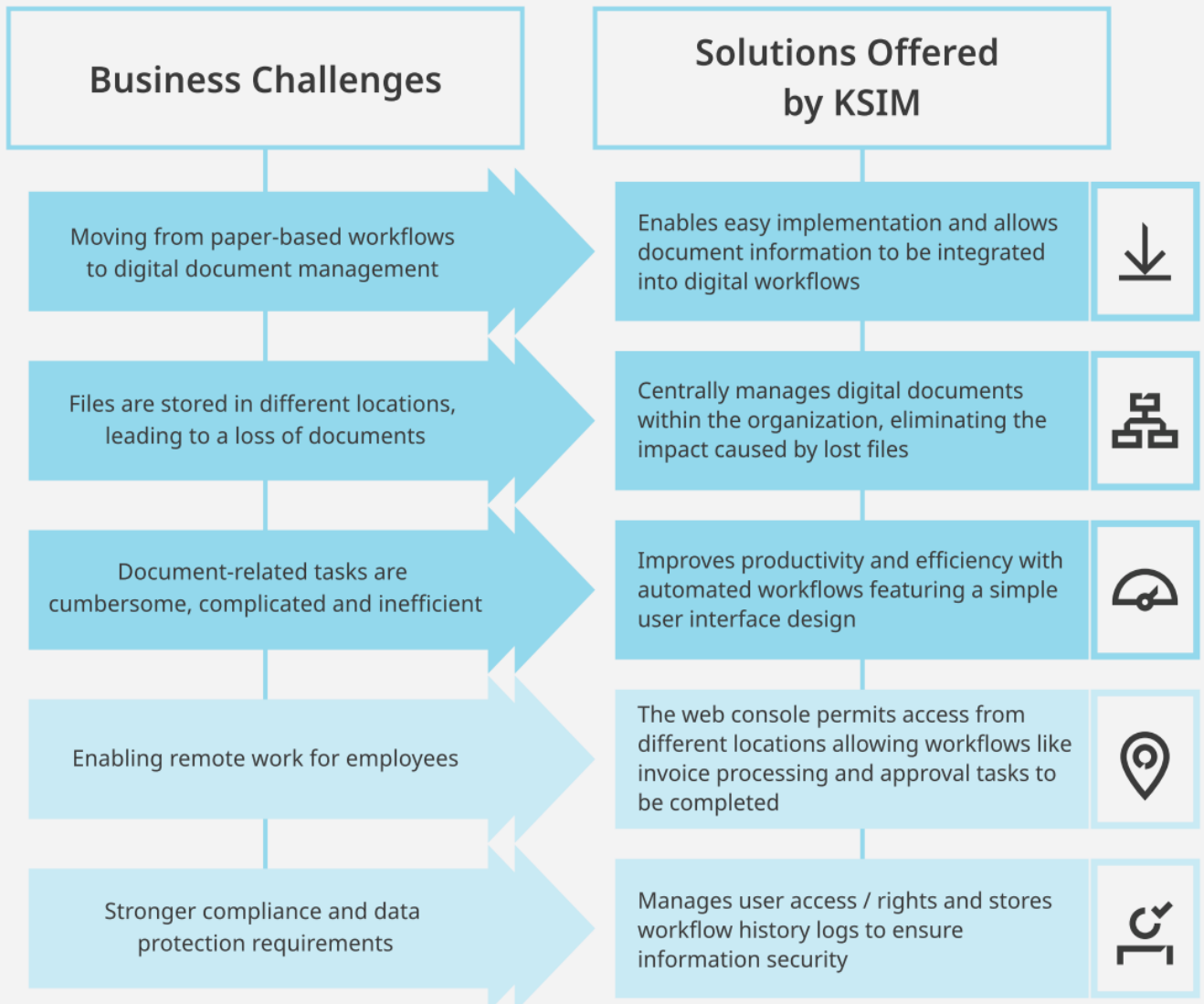
KYOCERA Smart Information Manager



Easy-to-implement, user-friendly solution for small and mid-sized businesses to move from paper-based to digital document management

Are you looking for ways to reduce your paperwork in the office? For company or organization who is seeking digitization tools which can be easily implemented, KYOCERA Smart Information Manager is an optimal solution. It integrates diverse information sources such as paper documents, electronic contents, and scanned images into automated workflows such as invoice processing and approval tasks. Offering ease of use with a simple user interface design, KYOCERA Smart Information Manager contributes in digitizing the workplace and enhancing business productivity.

Business Challenges & Solutions

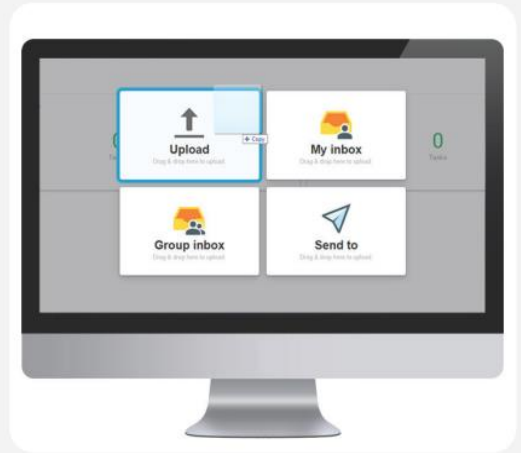


Key Features

Document Import

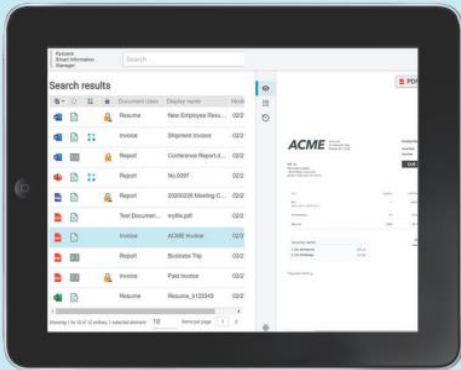
Users can import document information from various platforms including MFPs (multifunctional printers), smartphones, tablets and emails. Furthermore, users can extract and send attribute information to the KYOCERA Smart Information Manager.

For example, when processing an invoice, information such as the company name, address, invoice amount, and payment due date can be extracted from the document and sent to the KYOCERA Smart Information Manager to be used in workflows. In addition, users can convert their document from MFPs to a searchable PDF, MS Word, MS Excel and MS PowerPoint.



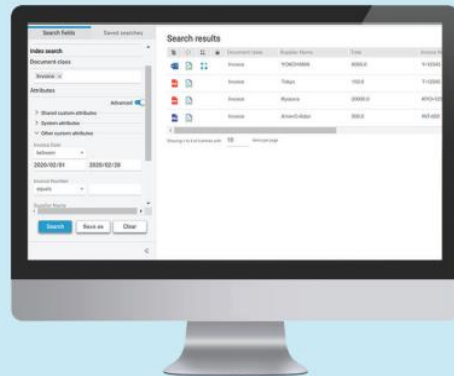
Document Management

KYOCERA Smart Information Manager enables the management of the entire document lifecycle from data import to usage, archiving, and disposal. Users can browse imported documents and edit attribute information. Security is ensured by enabling access control.



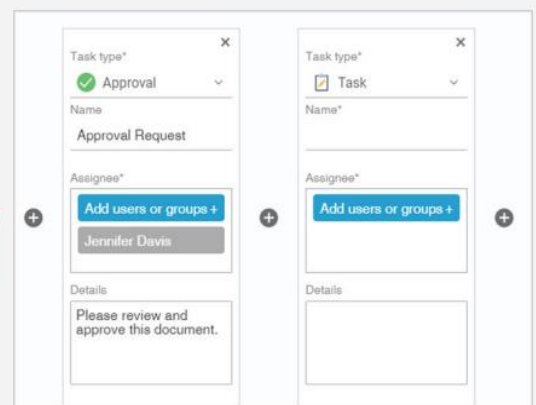
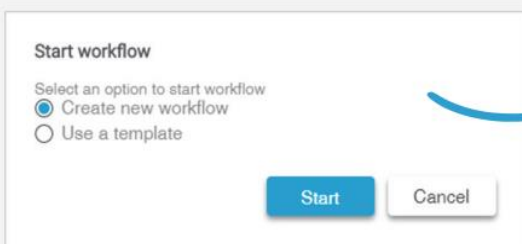
Document Search

As an alternative solution to full text search which often takes time to complete and provides undesired files, KYOCERA Smart Information Manager allows users to search using filters. For example, when searching for an invoice a user can provide a certain payment amount or issue date to help refine the results.



Automated Workflows

Document data imported from various formats are shared in automated workflows, enabling organizations to share information more quickly and accurately for circulation or approval. KYOCERA Smart Information Manager offers workflows for specific tasks which can be customized prior to installation based on user needs, enabling easy implementation and easy use regardless of the user operational skills.



System Requirements

Server Specifications Microsoft Windows Server 2019 / 2016 / 2012 R2
2 cores CPU
8 GB RAM
5 GB disk space for installation
50 GB or more disc space for document storage

Browser Google Chrome, Microsoft Edge, Mozilla Firefox

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