



DocSavi™

Expert Services You Can Count On

When the name of the game is efficiency, having all of the required information at your fingertips is the key. For Oracle E-Business Suite users, that has typically meant one of two things; either leaving their application to find the supporting documents they need elsewhere, or having to write costly customizations to their applications and re-train the users.

Why Enterprise Content Management?

Enterprise Content Management (ECM) solutions allow you to manage all of your company's content including documents and spreadsheets, audio and video files, Computer Aided Design (CAD) drawings, emails and document images consistently, helping companies meet compliance goals and realize great efficiencies through process automation and information lifecycle management capabilities. For example:

- Reduce the time to process and invoice by over 50%
- Reduce compliance costs by nearly 30%
- Meet new Federal E-Discovery laws

Intuitive for Oracle Users

Leveraging the right tool for the task is important when looking for efficiency gains. DocSavi is designed to utilize the native functionality in Oracle E-Business Suite such as Oracle Approval Manager workflows and attachment functionality. The intuitive nature of the solution means that users continue to use features they are already familiar with, without having to learn new systems and screens. The image viewing interface allows users to quickly see multiple files at once, and by placing the cursor over a thumbnail, view the entire image on the screen.

Configurable

Configurable architecture ensures a short implementation time and a quick return on investment. DocSavi is based on standard Oracle interfaces to avoid costly upgrade and supportability issues.



Documents at the touch of the “paperclip” for Oracle E-Business Suite Users

Advantages

- No required customizations for Oracle forms for ease of support and upgradeability
- Uses Oracle native attachment functionality (the Paperclip) requiring no additional end-user training
- Works with all Oracle line-of-business modules including Finance, HR, Manufacturing and Projects
- Integrated with leading document capture solutions such as Kofax and AnyDoc Software
- Works with leading Enterprise Content Management solutions



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Integrated with Leading Document Capture Tools from AnyDoc Software and Kofax

Still routing paper around the office? Efficiency comes from eliminating un-needed tasks and automating tasks such as data entry to eliminate mistakes made from while hand-keying information. The DocSavi capture module interfaces leading capture products directly with Oracle E-Business Suite line-of-business modules as well as leading enterprise content management solutions enabling front-end capture of documents as soon they enter the organization driving efficiency by:

- Automatically matching information with Oracle transaction tables to virtually eliminate costly data entry errors
- Optical Character Recognition (OCR) capabilities reduce keying needed for documents such as invoices
- Enables specific Oracle E-Business Suite workflow functionality such as Approval Manager
- Automatically updates Oracle E-Business Suite transaction information, eliminating inefficient data entry duplication.

Oracle Applications - Vision

File Edit View Folder Tools Window Help

People

Name: Last **Seninger**, First **Glen**, Title **Mr.**, Gender **Male**, Action

Attachments - Seninger, Mr. Glen

Seq	Category	Description	Data Type	May Be Changed
10	Miscellaneous	Benefits Documents	Web Page	☒
20	Miscellaneous	Personnel Documents	Web Page	☒
30	Miscellaneous	Insurance Documents	Web Page	☒

HR / Insurance File - DocSavi - Microsoft Internet Explorer

Address: http://p8:8080/docsave/hr/insurance/employee_number=42&versionstatus=1&search=Search

Links: Apps Login, DocSavi, Workplace, Apps Users.txt

Classification: **medical_insurance_enrollment**, Employee Number: **42**, Last Name: **SENINGER**, First Name: **GLEN**

SSN: **123.45.6789**, Date Created: **4/18/2006 09:35:38 AM**

ADMINISTRATIVE DEBUG IS OFF

EMPLOYEE ENROLLMENT FORM (Please Print)

1. Personal Information

Company Name: _____ Date of Birth: _____

Last Name: _____ First Name: _____ MI: _____ Suffix: _____ ☐ Male ☐ Female

Residence Mailing Address: _____ City: _____

State: _____ ZIP: _____ Home Telephone: _____ Work Telephone: _____

Date of Birth: (mm-dd-yy) _____ Social Security # _____ ☐ Married ☐ Single ☐ Widowed ☐ Divorced ☐ Partner

Are you currently on COBRA? ☐ Yes ☐ No ☐ I wish to enroll in COBRA. Qualifying Event: _____ Effective Date: _____

2. Selected Coverage (Select only the plans offered by your Employer)

Employer Required by Group Policy Code: _____

Desired/Policy Group # _____

Reason for Enrollment ☐ New Hire ☐ Existing Employee

Employee Effective Date: _____

Employee Termination/Sign-off: _____

Employee Class: _____

