Laserfiche Rio®

Optimize your enterprise

Automate, Optimize and Transform Business Processes

When organizations rely on paper, there often isn't time to re-evaluate how work gets done. Business leaders are forced to spend time on nonessential tasks like tracking down records during audits or approving stacks of purchase orders. Their primary concern is regaining control over content.

This is where the path to transformation begins.

Laserfiche enterprise content management (ECM) software guides organizations to a higher state of productivity, seamlessly connecting imaging with document and records management to manage all enterprise content.

With leading-edge business process management tools, Laserfiche reduces cost and complexity by helping automate, optimize and transform business processes.

Empowered by accessible information, automated processes and robust records management, organizations reclaim value in each and every workday.

The Laserfiche Rio Advantage

With capabilities ranging from records management to document routing, electronic forms and digital signatures, Laserfiche is a powerful solution that enables the entire enterprise.

Unlimited document repositories and servers

Support for development, testing, staging and production repositories puts you in complete control of system design.

Intuitive design and use

Laserfiche's intuitive user interface allows users to quickly adopt and use the software, speeding acceptance and minimizing IT support.

Repeatable, scalable solutions

Deploying Laserfiche allows organizations to streamline and automate processes. Just a few of the processes that can be transformed through automation include:
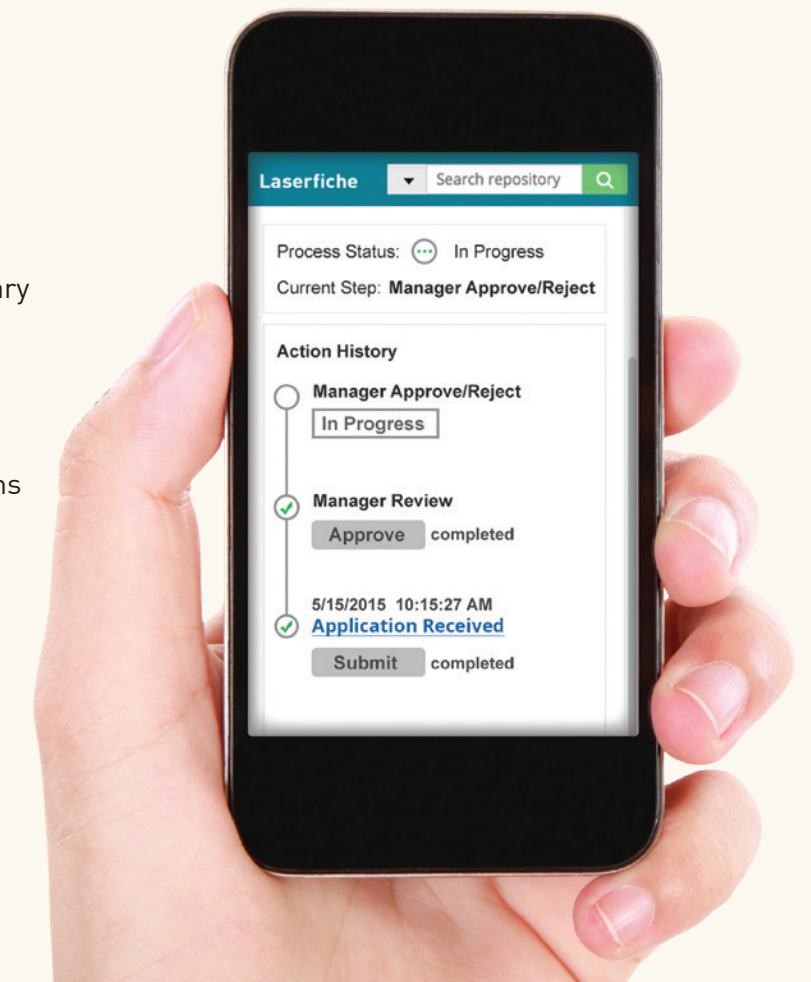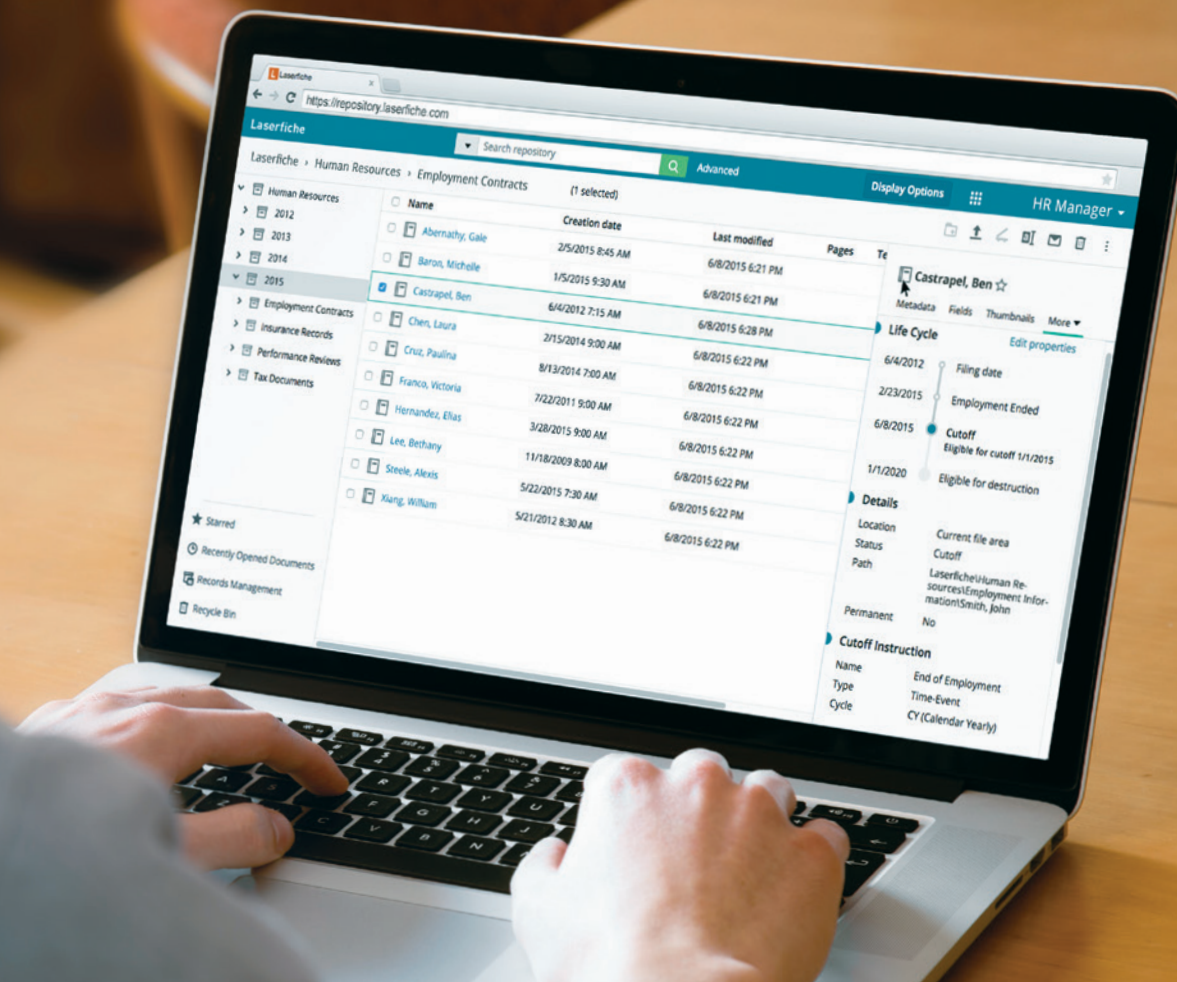
- Vendor and contract management
- Correspondence management
- Invoice processing
- Records management
- Case management
- Human Resources onboarding
- Travel and expense management

Streamlined integrations

Create and work with Laserfiche documents directly within GIS, CRM, ERP and other primary applications employees use every day.

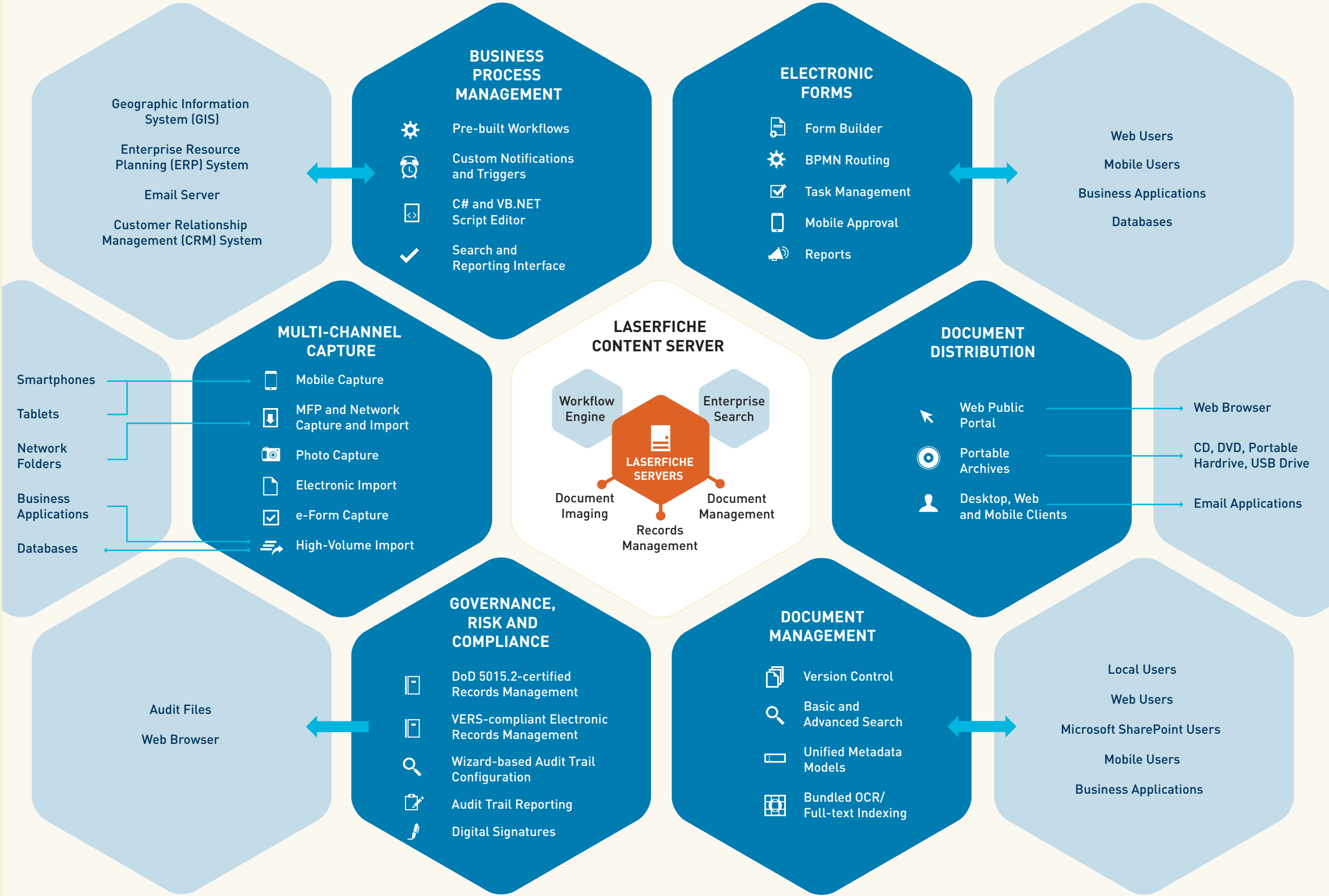## Lowest overall cost of ownership

Easy-to-use software, online training programs and extensive support resources reduce deployment time and enhance user adoption.

The Functionality You Need Now and the Scalability You'll Want Later

The Laserfiche Rio system includes:

- A **licensing server** provisions licenses as you determine system topology based on your specific needs.

- Unlimited **Laserfiche content servers** that provide document imaging, document management and records management functionality as part of the core architecture—not through separate modules that are stacked together.

- A feature-rich **Web interface** that does not require any software to be installed, maintained or updated at the workstation level.

- **Mobile applications** that enable you to capture, upload and work with documents while on the go.

- The **Laserfiche Workflow system**, capable of automating business processes in high-volume transactional environments, as well as customizing the way the system reacts to user input.

- A built-in **auditing solution** for security and compliance.

- DoD 5015.2-certified **Laserfiche Records Management Edition**, with integrated records management, security, auditing and reporting capabilities.

- **High-volume document capture and processing** to automate document identification, indexing, classification and filing.

- An **electronic forms solution** with drag-and-drop form builder, BPMN based process modeler and integrated task management.

- Fully customizable, read-only **public Web portals**, with unlimited public portal licensing.

- An **SDK** that includes COM, .NET and Java libraries.

Diagram

Geographic Information System (GIS)

Enterprise Resource Planning (ERP) System

Email Server

Customer Relationship Management (CRM) System

BUSINESS PROCESS MANAGEMENT
- Pre-built Workflows
- Custom Notifications and Triggers
- C# and VB.NET Script Editor
- Search and Reporting Interface

ELECTRONIC FORMS
- Form Builder
- BPMN Routing
- Task Management
- Mobile Approval
- Reports

Web Users
Mobile Users
Business Applications
Databases

Smartphones
Tablets
Network Folders
Business Applications
Databases

MULTI-CHANNEL CAPTURE
- Mobile Capture
- MFP and Network Capture and Import
- Photo Capture
- Electronic Import
- e-Form Capture
- High-Volume Import

LASERFICHE CONTENT SERVER
- Workflow Engine
- Enterprise Search
- **LASERFICHE SERVERS**
- Document Imaging
- Document Management
- Records Management

DOCUMENT DISTRIBUTION
- Web Public Portal
- Portable Archives
- Desktop, Web and Mobile Clients

Web Browser
CD, DVD, Portable Hardrive, USB Drive
Email Applications

Audit Files
Web Browser

GOVERNANCE, RISK AND COMPLIANCE
- DoD 5015.2-certified Records Management
- VERS-compliant Electronic Records Management
- Wizard-based Audit Trail Configuration
- Audit Trail Reporting
- Digital Signatures

DOCUMENT MANAGEMENT
- Version Control
- Basic and Advanced Search
- Unified Metadata Models
- Bundled OCR/ Full-text Indexing

Local Users
Web Users
Microsoft SharePoint Users
Mobile Users
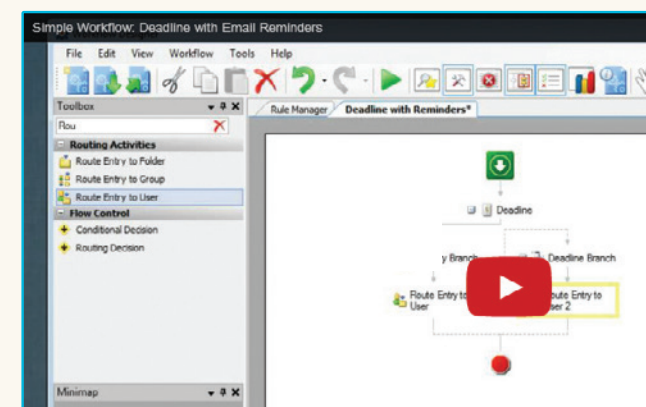**Business Applications**

Protect the Value of Your Laserfiche Investment

The Laserfiche Software Assurance Plan (LSAP) helps you take the guesswork out of budgeting by bundling everything you need to maintain your Laserfiche system into a simple annual payment. It ensures that you have every resource you need to meet technical challenges and expand your Laserfiche infrastructure, including:
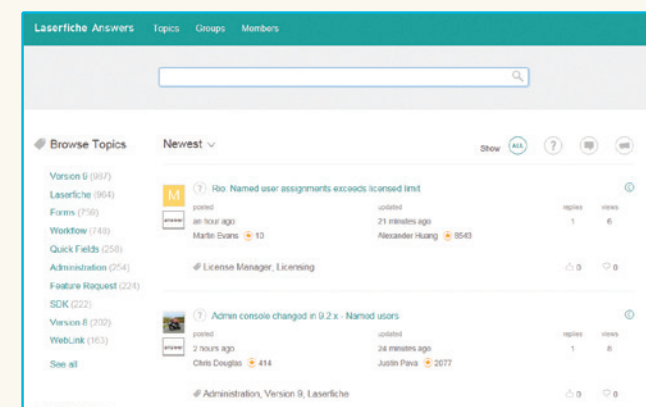
- **Rapid-response technical support.** Your Laserfiche reseller will promptly troubleshoot and resolve any issues that arise—before they impact operations or affect staff productivity.

- **Online support resources.** Your staff receives access to the Laserfiche Support Site, where they'll find detailed technical information that helps them optimize system performance and maximize uptime, as well as integrate your document repository with your organization's other line-of-business applications.

- **The latest hotfixes, updates and patches.** These critical items ensure that your Laserfiche system continues to operate at peak efficiency.

- **New releases.** You'll make sure your system stays current, as new releases of your licensed products are included at no additional charge.

- **An easy upgrade path.** We're committed to continuously updating and expanding the Laserfiche product line. And as we do, you can credit 100% of the purchase price of your current Laserfiche software toward any new product line purchases.
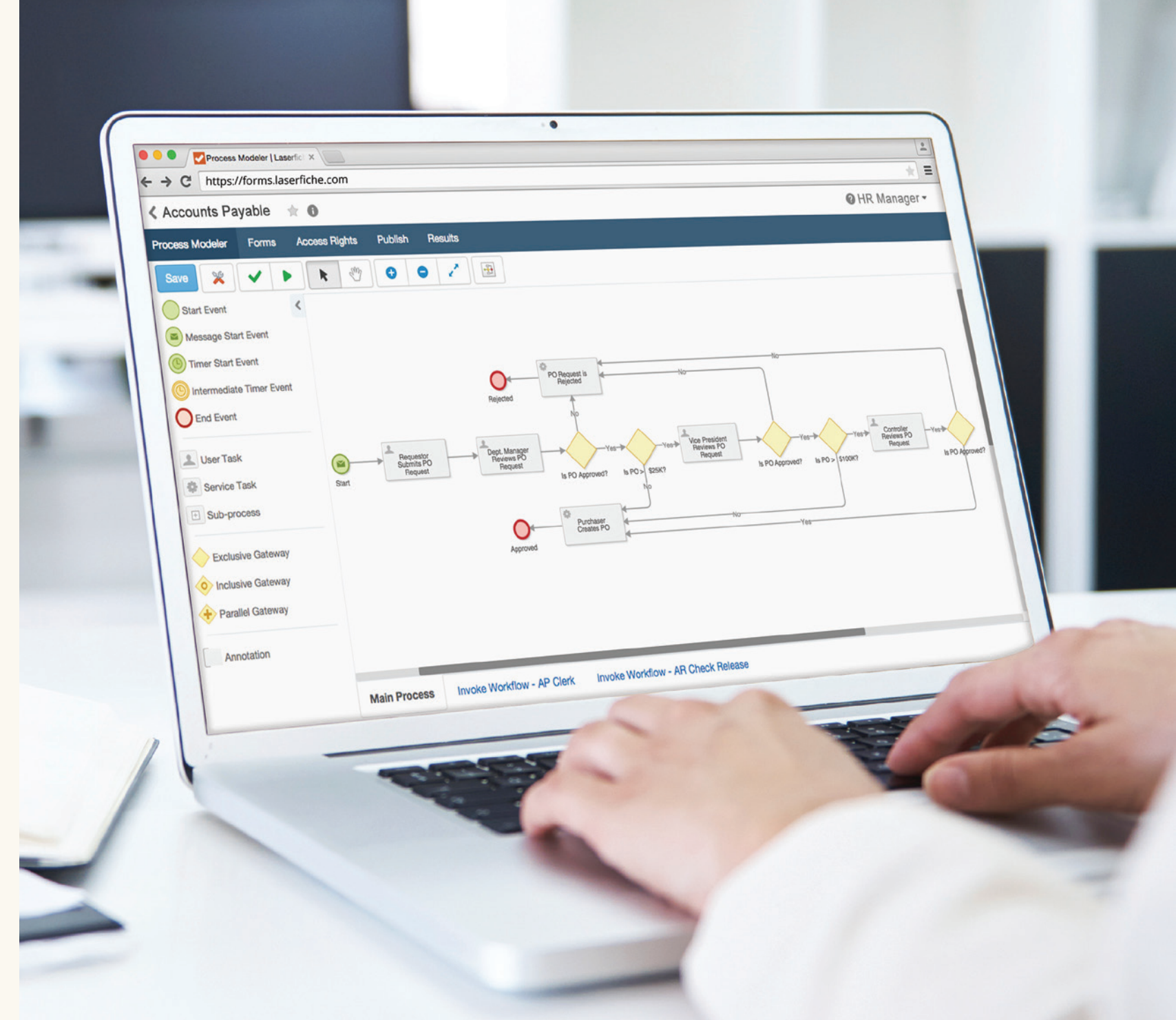

The Laserfiche Solution Exchange provides a marketplace of examples on how other Laserfiche users have optimized their systems.

Video tutorials provide hands-on instruction on how to use Laserfiche most effectively.

A community of Laserfiche staff, users and resellers can be crowdsourced for Laserfiche best practices and innovative solutions.

Explore Laserfiche Rio

Review features, view industry solutions and obtain customer perspectives

laserfiche.com/rio

About Laserfiche

Based in Long Beach, CA, Laserfiche uses its Run Smarter® philosophy to create simple and elegant enterprise content management (ECM) solutions. Since 1987, more than 35,000 organizations worldwide have used Laserfiche® enterprise content management (ECM) software to streamline document and business process management (e.g., accounts payable, case management, third party and contract management, and records management).

The Laserfiche ECM system is designed to give IT managers central control over their information infrastructure, including standards, security and auditing, while still offering business units the flexibility to react quickly to changing conditions. The Laserfiche product suite supports Microsoft® SQL and Oracle® platforms.