

## Leveraging the Latest Microsoft Technology In the New World of Work

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# Who We Are

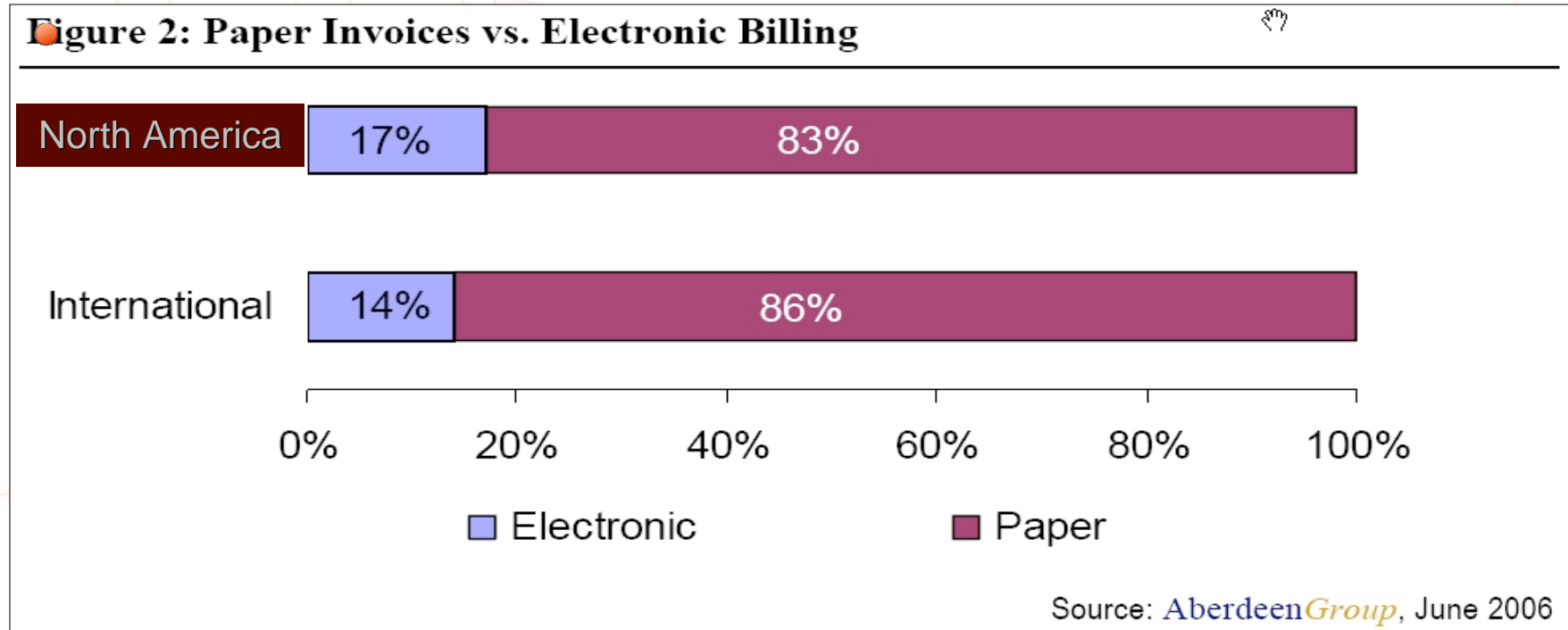


- We are a leading provider of software products that automate paper and other document-centric processes.
- We are a Microsoft Global ISV.
- Our products are used by thousands of customers at all size organizations and in every industry.



# The New World of Work?

# 85% of Invoices are Still Paper?



# What Are Customers Saying?



Check all of the following situations that apply to your organization.	Response
Paper-based processes slow us down	85%
Most of our business processes are not automated	62%
Most of our documents are stored as paper	54%
Sometimes we can't locate business records when we need them	54%
We use standalone fax machines to receive or send sensitive documents	46%

Source: Phinney Bischoff worldwide email survey of 18,000 IT and business manager contacts, May 2006. Commissioned by Captaris.



# The Cost of the Paper Shuffle – still going up



- Knowledge workers spend **3.5 hours** weekly searching for information that is never found and **3 hours a week** recreating that lost content.<sup>1</sup>
- It can cost more than **US\$50** on average to process and manage a paper invoice.<sup>2</sup>
- File cabinets and boxes occupy **square metres** of costly office space – do the math.
- The **cost of mailing documents** continues to increase.

<sup>1</sup> The hidden costs of information work, International Data Corporation (IDC), March 2005

<sup>2</sup> Institute of Management and Information (IOMA), Dec. 2005

# What About Your Organization?



- **Have you done an audit to find out how many paper-centric business processes still exist in their organisation?**
- **You may be surprised to discover some inefficiencies that is bleeding your productivity and cash and that can easily be eliminated.**
- **What's holding you back?**

# The Solution



- **Microsoft**
- **SharePoint Portal Server 2007 provides:**
  - Basic content management services (and more)
  - Usability for large user adoption
  - Minimal IT burden
  - ECM functional components that most users require
- **Vista**
  - Enhanced search capabilities
  - Gadgets
- **SharePoint's ECM solution includes:**
  - A common, centralized repository for organizing content
  - Components for Document Management, Records Management and Web Content Management
  - Tight Integration with Microsoft Office 2007



# The Solution



- **Captaris: Bridging the Paper-to-Digital Divide**

***Complementing Microsoft ECM with imaging, business process automation, document delivery and archiving***

- Captaris Workflow
  - *High-Level tools to automate mission critical business processes*
  - *All built and tightly integrated with Microsoft Technologies!*
- Alchemy
  - *Imaging*
  - *Archiving*
- RightFax
  - *Global leader in Fax Server market*
  - *High volume document delivery (inbound and outbound)*



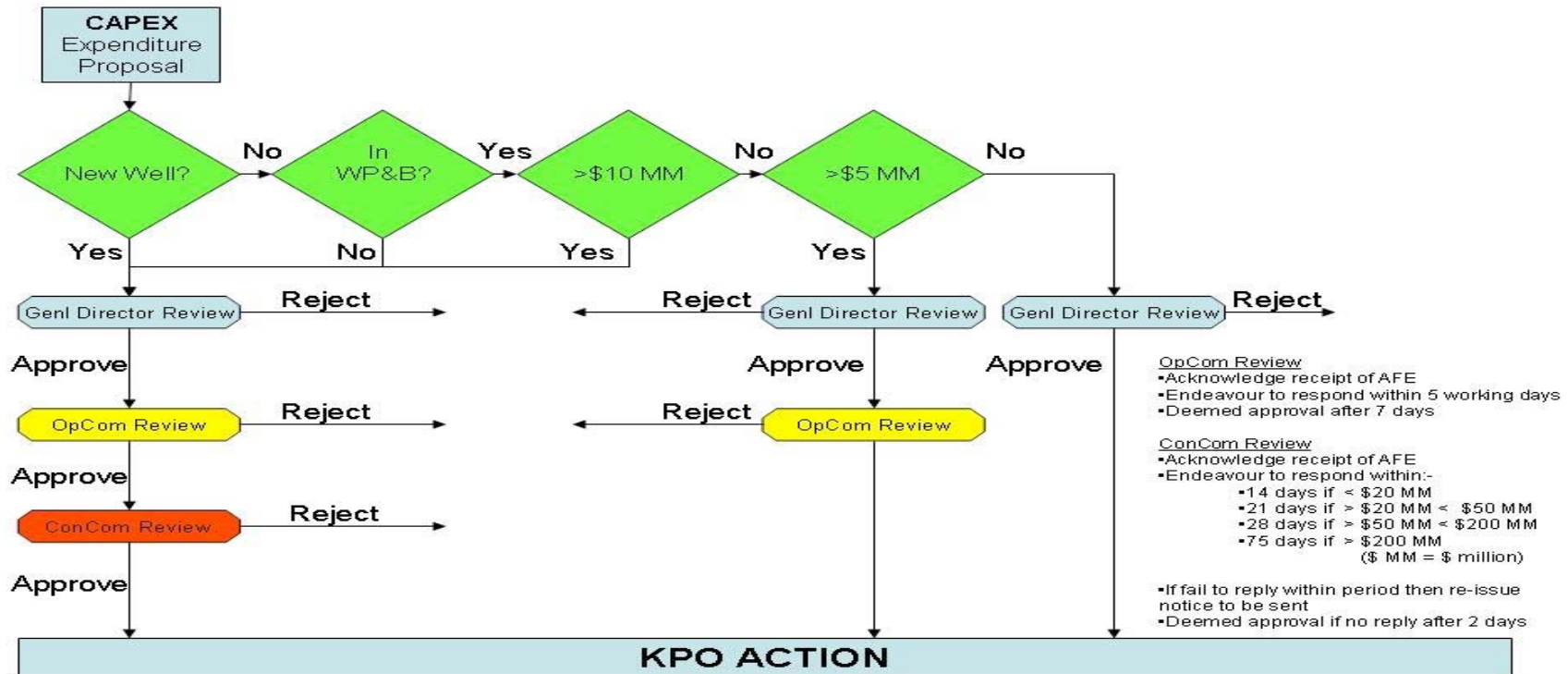
# Example

- **Karachaganak Petroleum Operating b.v. (KPO)**
  - Rules on spending cash
    - Unbudgeted expenditures arise
    - ROI determined by speed at which approval can be obtained
      - Getting oil out of the ground faster = \$\$\$
  - Multiple partners including Kazakh government
    - Rules on how partners participate in expenditure
    - Major compliance implications
  - All Microsoft environment
    - Using Captaris Workflow 6.0 to facilitate Migration to 2007 servers
  - Was unsuccessfully attempted with other products

# Example

- **Karachaganak Petroleum Operating b.v. (KPO)**
  - Capital approval process and Authorisation for expenditure (AFE)

## AFE APPROVALS LOGIC for CAPEX



- **Using the latest in Microsoft technologies**
  - Improve productivity and competitiveness by automating paper based business processes
  - Provide powerful tools to enable people to achieve more and focus on core competencies
  - Enable transparency by offering tools for compliance and visibility into process
  - Process image documents and integrate document repositories so they are available to the Office user

**Questions?**

**[www.Captaris.com](http://www.Captaris.com)**