

**Solution Capability** 

## **Digitize documents**

Getting the most out of valuable information

Digitizing and integrating documents is simple. dataglobal provides a fast and efficient solution for digitizing and processing hard-copy documents and records.

Digital business processes and workflows require all the information to be merged, and this still includes an enormous amount of data available as hard copies. You can now integrate important information for your business processes from invoices, delivery notes, timesheets and associated letters much more quickly and reliably into your digital workplace.

# Automatic integration and classifying and assigning of information

With the dataglobal solution, you can scan paper documents automatically and in bulk, as well as directly from the workstation using dataglobal clients. The control of the automatic mass recording is done by barcodes, which are applied to the paper documents. These are used for indexing, classification and specific allocation. In this automatic process, the tasks of the user are limited to the control of image quality and completeness. The workflow method is intuitive, via an optimized user interface, also directly from the workplace.

All the important information can be quickly and reliably integrated, classified, linked and utilized by content services.





## Making documents useful for digital processes

dataglobal document digitization effectively supports you in digitally mapping your business processes in workflows. This solution allows you to easily optimize your invoice receipt for example.

With the dataglobal interfaces, you can connect your valuable data from all

relevant applications, all sources and all users.

This gives you direct access and allows the rapid exchange of information from which ideas are born, empowering employees and facilitating decisions. Optimum added value for your company.

### The added values at a glance

- > Capture large amounts of data automatically via barcodes
- > Special interfaces for simple and fast scanning of bulk documents with barcodes with SAP interaction
- > The acquisition with your workstation scanner is fully integrated into the dataglobal clients
- > Automatic or individual assignment to the correct business context supports your process reliability and, as a result, transparency within your workflow
- > Shorter processing and throughput times
- > Optimized, easy-to-use and fully integrated user interface



## Smart digitization makes your documents accessible to content services

The dataglobal scanning solution allows you to integrate all your documents into the dataglobal workplace. This is where you link valuable information from your documents with data from all relevant applications, sources and users. This allows you to create direct and centralized access to all information across your business. For fast transparency, digital processes and intelligent content services.

### dataglobal - Software and Method for Content Services, Digital Workplace and Archiving -... mobile, simple and secure!

The software solutions from dataglobal are synonymous with digital transformation, corporate-wide, revision-proof archiving and the simple creation and management of individual workflows. dataglobal provides smart content services that simplify and speed up the mobile and distributed collaboration of people within a company, which significantly improves the company's competitiveness.

All valuable corporate data, regardless of source, are integrated, classified, managed, deployed, and used as "raw material".

On the way to the digital enterprise, we accompany you step by step with the dataglobal method. No matter at which point we start together. From a partnership with dataglobal, you can expect a holistic approach to all your existing and upcoming digital transformation challenges.

For more than 30 years, dataglobal has been a technology leader and enjoyed worldwide success. More than 550 customers in 40 countries benefit from the performance capability of dataglobal software.