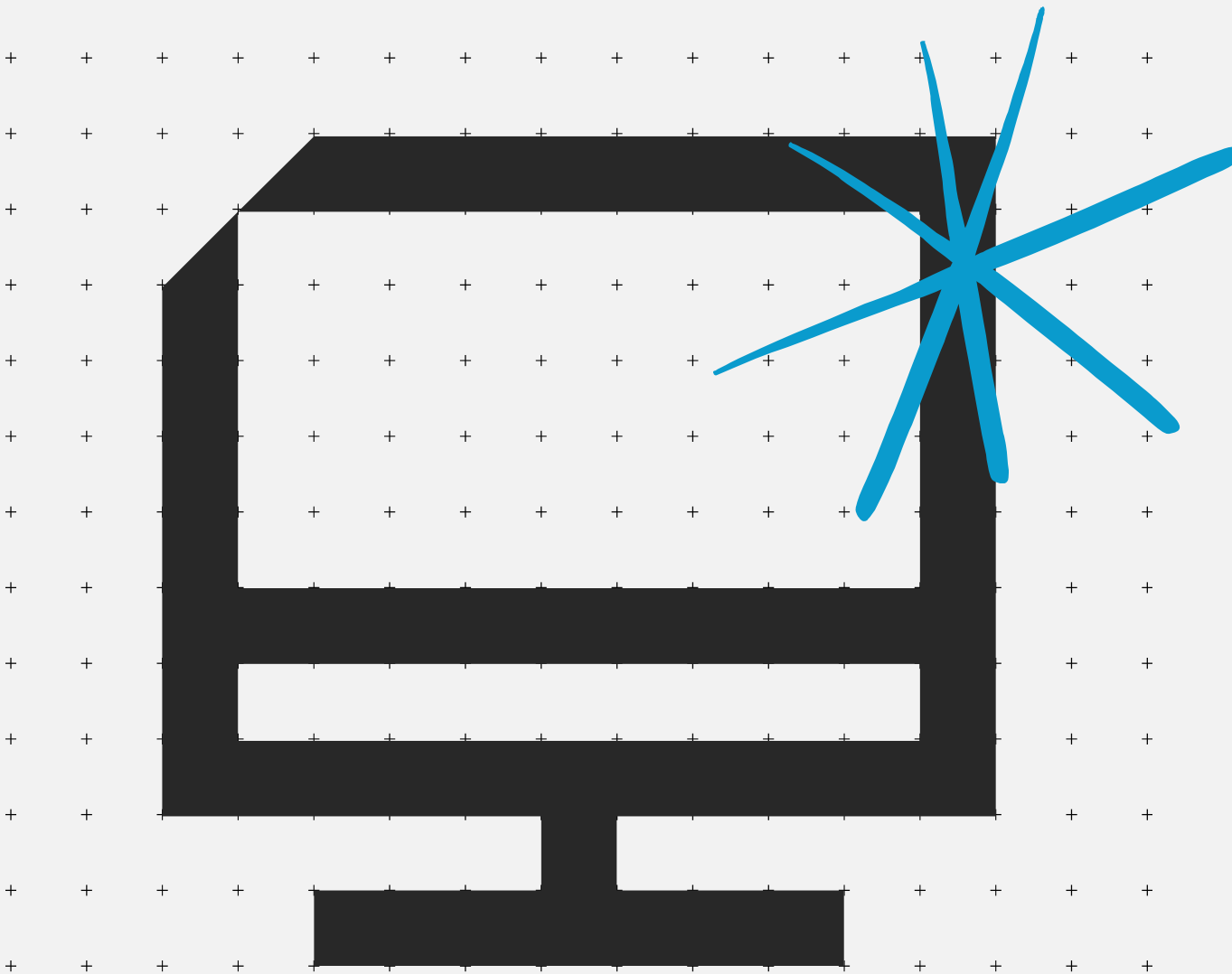
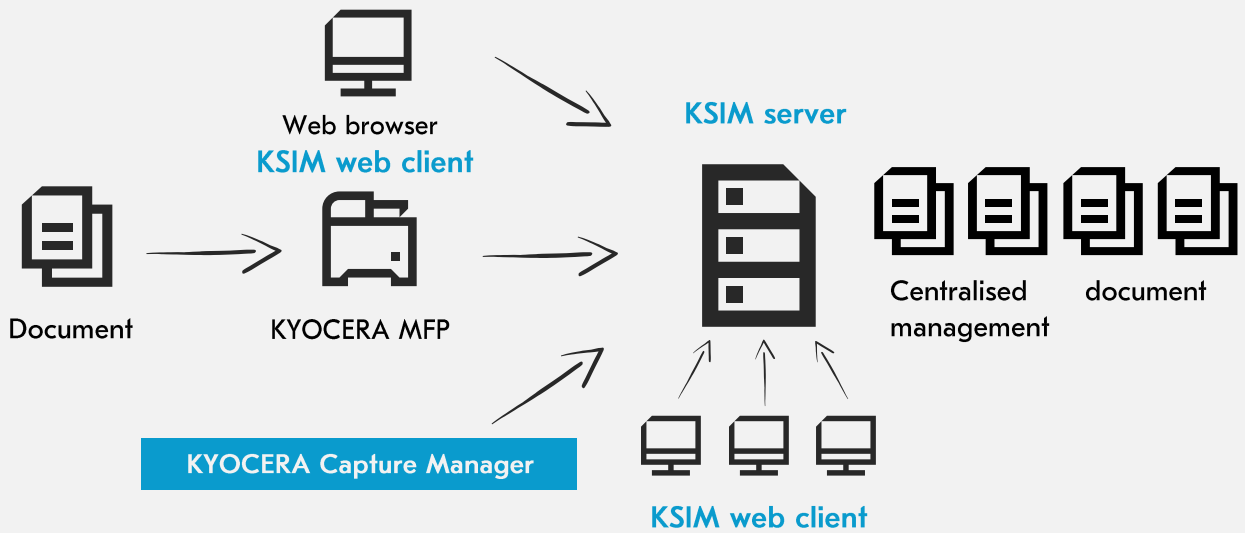


Smart information management system to improve efficiency of your business processes

Integrate diverse information sources into business processes with KYOCERA Smart Information Manager



**KYOCERA Smart Information
Manager**



KSIM is a web-based information management system for digital document and automated workflows. KSIM integrates diverse information sources into business processes to improve efficiency. In the system, paper documents, electronic content, scanned images, and supported file types are captured, managed, processed, finalised and are easy to find.

Your Business Challenge

- + Moving from paper-based workflows to digital document management
- + Files are stored in different locations, leading to a loss of documents
- + Lack of remote file accessibility
- + Need to conform with compliance and data protection requirements

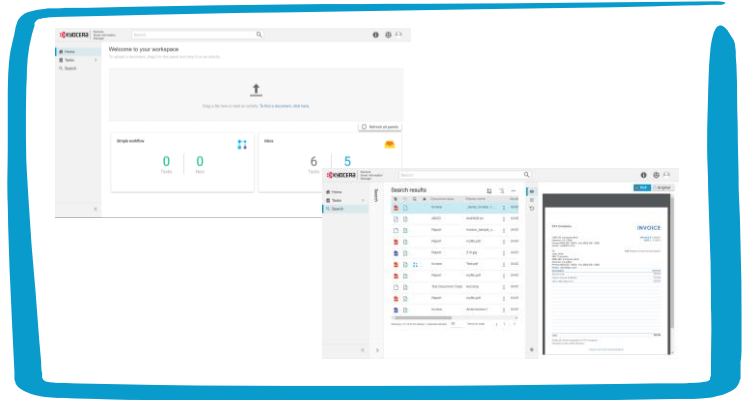
Your Solution Offered by KSIM

- + Enables easy implementation and allows document information to be integrated into digital workflows
- + Centrally manages digital documents within the organisation, eliminating the impact caused by lost files
- + The web client allows access from different locations
- + Manages user access / rights and stores workflow history logs to ensure information security

KSIM is able to offer the solution to any type of organisation that has a business challenge of document management, whether in finance and accounting, legal, human resources and procurement.

KSIM Key Features

KSIM provides an accomplished web user interface that allows users to operate the system easily.



Document Import

Easily import the document on the web browser or MFP client. OCR Engine in KSIM converts all files to searchable PDF for preview and full text search



Document Workflow

Users can initiate document workflows for review and/or approval processes. Every action is recorded and users are able to add comments if necessary



Document Capture

Thanks to the strong integration with KCM*, documents are captured, processed and stored with extracted data in KSIM automatically



Predefined Workflows

KSIM can import/export predefined workflows to help users introduce digital workflow promptly



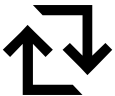
Document Search

Users can easily search the document by full text search and/or index based search



Document Collaboration

Users can easily share documents to selected groups or users, regardless of their location



Version Control

KSIM record every document version and user can replace to newer version or revert to older version anytime.



Document Archive

Documents are securely archived under access control and sustain accessibility to allowed users.



User management & Access control Administrators can manage user and group, and define the role for each including access control.



Multiple file formats

KSIM handles variety formats like PDF, office document, JPG, PNG and so on.

* KCM: Kyocera Capture Manager

System requirement

+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



Kyocera Document Solutions has championed innovative technology since 1934. We enable our customers to turn information into knowledge, excel at learning and surpass others. With professional expertise and a culture of empathetic partnership, we help organisations put knowledge to work to drive change.

KYOCERA Document Solutions Europe B.V.
Bloemlaan 4, 2132 NP Hoofddorp, The Netherlands
Tel +31 (0) 20-654-0000 – Fax +31 (0) 20-653-1256



kyoceradocumentsolutions.eu