SmartSearch
Enterprise Content Management

From small business applications to enterprise solutions, organizations that utilize document-intensive processes rely on Square 9 to streamline their workflows as they eliminate inefficiencies. SmartSearch builds the bridge between people, paper and processes.

People
Documents are securely deposited in Archives you designate. You dictate permissions, guaranteeing compliance while ensuring that documents are available 24/7. You determine who will have access to your files and what can be done with them.

Paper
Reduce paper consumption by storing all of your documents in a centralized content repository. SmartSearch's broad adaptability allows you to store both scanned and electronic documents including PDF, JPG, TIF, Word, Excel, Outlook files and more.

Processes
Drive efficiency by streamlining repetitive business processes including document routing, notification and approval. Time spent searching for documents is drastically minimized resulting in increased productivity and reduced spending.

- Eliminate paper-based filing systems
- Streamline business processes
- Automate document routing and notifications
- Increase document security and compliance
- Easily share and collaborate on documents

SmartSearch offers affordable, award-winning document management that can be adapted to any paper-intensive business. No matter what the size of your company, or in what field you work, SmartSearch offers value-driven solutions that are easy to use, learn and support.

Professional Edition
The perfect document management software solution for the Small to Medium Business (SMB) and departmental applications. With its modular design, the Professional Edition offers maximum flexibility in both pricing and configuration by allowing organizations to select only the tools needed for their specific business application.

Corporate Edition
The perfect document management software solution for the Small to Medium Business (SMB) and departmental applications. With its modular design, the Professional Edition offers maximum flexibility in both pricing and configuration by allowing organizations to select only the tools needed for their specific business application.

Giving Shape to Ideas

square9 softworks

Top New Features in SmartSearch

GlobalAction
GlobalAction is Square 9's next generation Business Process Management engine, scaling easily across organizations of all sizes with the ability to map business process designs from any modern browser through a drag-and-drop interface. GlobalAction comes complete with Document History, which lists out the steps a document has taken in a workflow.

GlobalAnalytics
GlobalAnalytics provides dashboard views of your GlobalAction process queues, giving you instantaneous visibility into your transactional activity. GlobalAnalytics adds business intelligence to GlobalAction Workflows by providing management reports on document-driven processes.
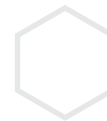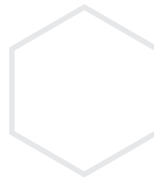
Full API Access
SmartSearch supports direct access to documents via the API, which is designed to be used by service accounts, specifically for the new GlobalAction workflow engine. This option allows API access to circumvent search security for specific users.

MFP Integration
Gain full capture-and-retrieval support right from the control panel of the latest version of a Konica Minolta®, multi-functional peripheral (MFP) printer, which acts as the catalyst for workflow automation.

Localization
In addition to English and Romanian, both SmartSearch and GlobalSearch now include options for French, Spanish, Portuguese, Italian and German languages, enhancing global readiness through localization.

Key Features and Benefits

Security and Auditing
Granular security in SmartSearch integrates with Active Directory, greatly streamlining administration and providing users with single sign-on access. The built-in audit trail proves your security is working by logging all document actions by date and user.

GlobalSearch
Now with KeyFree Indexing capabilities, GlobalSearch extends the reach of your SmartSearch installation beyond traditional LAN, WAN or VPN access by delivering anywhere, anytime access to documents from any browser or mobile device, increasing productivity while staying in constant contact with critical documents.

Capture Workflow
Completely automate the capture and indexing of documents from any source including MFPs, desktop scanners and line-of-business print output, using intelligent batch separation, image cleanup, zonal OCR and barcode recognition to eliminate the need for user intervention while maximizing your return on investment.

Data XChange
Using a key piece of data, SmartSearch can perform a database lookup either internally or to any OLEDB or ODBC compliant database to re-purpose data into SmartSearch index fields, saving time and eliminating indexing errors.

Image XChange
Click on any piece of data in your line-of-business application (accounting, CRM, HRM) and instantly retrieve all matching documents in SmartSearch, reducing training requirements and increasing end user adoption.

For more information, please visit our website:
www.KonicaMinoltaECM.com

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