



FileVision 

Information Relationship Management Software

A New Type of Office Productivity Software

FileVision is a new type of office productivity software, Information Relationship Management. The power of FileVision lies in its ability to help organizations easily and strategically create relationships between important, disparate pieces of information.

The result? Improved communications, enhanced customer service and immediate access to information and relationships within the data.

- FileVision eliminates endless searching and expensive offsite storage.
- FileVision reduces administrative costs and inefficient data storage.
- FileVision improves workflow processes.

How is FileVision Different?

Unlike existing office productivity solutions that fail to recognize or leverage informational relationships within an organization, FileVision bridges the gap between digital content and paper documents. FileVision helps organizations intelligently link and match documents to important data objects such as people, companies, processes and assets.

With FileVision, customers benefit from cost reductions associated with access to and retrieval of information, information storage, filing errors, document version control, workflow process management, reporting and auditing.

One product, many solutions

FileVision provides all of the components needed to increase office productivity through complete management of documents and related data.

The FileVision solution

- integrates comprehensive document and information management, imaging, workflow and information relationship management into an affordable, scalable and easy-to-use product.
- is ideal for any small to medium-sized business or department within an enterprise.
- incorporates implementation, consulting, and problem-solving strategies to assist customers in solving their unique business challenges.

www.filevision.com

Powerful Information Relationship Management



Relationship Management

FileVision's unique relationship management module offers complete flexibility through the creation of unlimited data sets that can be linked to documents. These data sets provide user-definable fields that can be used for searching and reporting. Documents, notes and actions can be linked to each record. The relationship management module also provides the ability to push documents and data to other users resulting in improved communications, enhanced customer service and immediate access to information and relationships within the data.



Document Management

FileVision provides a graphically intuitive interface that automates the management of documents and their versioning, auditing and archive. Annotations, color-coded document status and multiple levels of security round out the feature-rich document management module.



Imaging

FileVision has been designed to help clients easily capture and store documents for quick electronic access.



Workflow

The FileVision Workflow module automates and monitors internal procedures, allowing critical path processes to be assigned to documents. With user-definable fields and flexible options, workflows can be easily configured for existing processes and provide improved and efficient task management along with multiple levels of accountability and control.



Search

FileVision provides instant access to information through multiple search tools for documents, content, relationships and data. Documents can be quickly and easily found through user-defined key words and criteria or through full-text search. Relationship-centric searches can be performed using the powerful relationship management search tool.

FileVision Advantages

Reduces overhead and expenses

- Reduces administrative overhead
- Reduces communication costs
- Eliminates filing errors
- Eliminates multiple copies of the same documents
- Reduces audit and regulatory compliance

Improves efficiencies and enhances customer service

- Enhances internal and external customer service
- Increases employee productivity
- Enhances employee communication
- Maintains filing consistency
- Improves business process efficiency
- Promotes informed decision making
- Provides rapid storage and retrieval of documents
- Ensures document confidentiality

FileVision Works

Ideal for any small to medium sized organization or for multiple departments within an enterprise, FileVision has proven success in the following markets:

- Local government
- Community banks
- Healthcare
- Organizations that manage large quantities of paper and are process-intensive
- Organizations that require a secure environment
- AP/AR departments in a wide variety of industries

Case Study

Hart County Roads paves the way for improved customer service

"WE CHOSE FILEVISION BECAUSE IT QUITE SIMPLY MET ALL OF OUR CURRENT AND FUTURE NEEDS."

- Mary Hughes
Information Technology Manager
Hart County, GA

Overview of organization and solution goals:

- Reduce paper generated and time required to search for information
- Minimize risk inherent with paper document systems
- Minimize issues regarding the disintegration of important documents that cannot be destroyed (records, licenses, papers, etc.)
- Improve response time and provide better service to citizens and elected officials without the expense of additional staff
- Implement a scalable system to accommodate growth

Results achieved with FileVision:

- Eliminated 6 hours of time spent generating monthly cost reports
- 24/7 access to documents and data
- Immediate access to reports and automatic report generation
- Improved processes that positively impact ROI in the following areas:
 - Roads
 - Contracts
 - Certificates of insurance
 - Grants applications and administration
 - Beer and wine license applications

Case Study

Banking Start-up gets a jumpstart on information overflow

“WITHOUT FILEVISION, WE WOULD HAVE HAD TO OUTSOURCE MUCH OF OUR PAPERWORK. WE’RE NOT ONLY SAVING TIME BUT MONEY AS WELL.”

- Sherrie Rogers
Vice President
Mountain 1st Bank & Trust

Overview of organization and solution goals:

- Enabled the banking start-up to take early, proactive control of information overflow in early days of venture
- Quickly store and retrieve shareholder and customer information and related documents

Results achieved with FileVision:

- 30-day ROI
- Improved customer service and shareholder satisfaction
- Increased information integrity and security
- Saved time by having the ability to quickly search and retrieve documents
- Increased information sharing among multiple branches
- Reduced administrative costs

Platforms Supported

FileVision runs on the Microsoft Windows platform. It integrates with Microsoft Office applications and can easily interface with back office solutions via Web Services. FileVision is an enterprise level, multi-tiered application built in JADE. It is made up of an application server, a database and clients (Thin and HTML). FileVision offers complete flexibility when deployed across a network. It can be configured to meet the needs of a small workgroup or distributed across multiple servers to meet the demands of an entire enterprise.

About FileVision

FileVision is a global software company that develops information relationship management software. Our solution, FileVision, enables organizations to bridge the gap between digital content and paper documents by easily and strategically creating relationships between important, disparate pieces of information. Government, healthcare and financial services organizations worldwide rely on our technology to help them intelligently link and match documents to important data objects such as people, companies, processes and assets, resulting in improved communications, enhanced customer service and immediate access to information and relationships within the data.

FileVision is headquartered in Atlanta, GA with offices in the UK, New Zealand and Australia. For more information, please visit us at www.filevision.com.

