



# GRAPHIC SCIENCES

YOUR PARTNER IN DOCUMENT  
AND INFORMATION MANAGEMENT

## SFFlexSuite Information Management Solution

### Control of Your Company's Most Valuable Resource – Your Documents

software finesse  
SFFlexSuite™

#### The Information Management System That Just Get's It

SFFlexSuite delivers far more value at lower cost. It can also help determine any current or potential problems and helps solve them. SFFlexSuite provides a live, customized solution for Information Management. Based on a single, fully integrated architecture, all modules work together seamlessly:

- ◆ **Image Management** (Scanning, Archiving and Retrieving)
- ◆ **Document Management** (electronic files, faxes, e-mails, multimedia)
- ◆ **Data Security** (control of access & usage, disaster recovery)
- ◆ **Workflow** (Routing/Distribution and Rules based Processing)
- ◆ **ERM** (Enterprise Report Management, COLD)
- ◆ **Storage Management** (RAID, Optical, HSM)
- ◆ **Internet & Intranet Access** (through any web browser)



**SFFlexSuite** is a full-scale solution for enterprise content management. It incorporates universal capture and viewing, web-style searching, a powerful set of automation tools, and a web server that ties your information network together. Deriving its flexibility from the built-in application builder, SFFlexSuite bridges the gap between your disparate information sources, and assimilates them into a secure, distributable, and functionally rich information environment.

- ◆ Scan paper and import electronic files into secure digital archives of unchangeable documents
- ◆ Advanced search provides instant document retrieval
- ◆ Full security protects documents from unauthorized access
- ◆ Index documents with user-defined indexes
- ◆ Reduce labor with automated OCR and indexing
- ◆ Locate/extract/use data contained in electronic documents
- ◆ Digital archiving provides long-term document safeguarding

In addition to serving the market at large, SFFlexSuite has focused on several vertical markets, including City Government, Financial Services, Higher Education, Law Enforcement and Transportation. Applications have been developed to specifically meet the needs of these and other key markets

