

Lexmark makes it easy to put more into your legal EDMS . . .so you can get more out of it.



The legal departments in your manufacturing and distribution businesses use electronic document management systems (EDMS), such as Interwoven WorkSite and Hummingbird to access and share documents more easily. What isn't so easy is getting all of the documents your legal department generates into your system in

the first place. Whether you scan documents to e-mail or send them to a centralized facility for scanning, it takes multiple steps and multiple devices to get the job done.

Before being imported into your EDMS, documents typically must be scanned, converted and profiled for indexing data. That's a complicated, time-consuming process. As a result, administrative personnel spend valuable time away from their desks processing documents. More computer memory is needed as hard drives bulge with duplicate copies of documents that were previously profiled and placed into the EDMS system. Lawyers may even bypass the EDMS entirely to expedite important paperwork.

EDMS on ramp.

Lexmark multifunction devices put documents directly into Interwoven, Hummingbird or other EDMS systems in one simple step, functioning as a high-speed "on ramp" to your document management system.

Documents are both captured and profiled at the point of origin with Lexmark's easy-to-use, customizable one-button technology. Or choose the barcode option to print client/matter numbers and other meta-data directly on documents for auto-entry when scanned.

With your legal EDMS working at full potential, documents are available faster, scanning costs are eliminated and personnel can stay focused on more valuable legal issues.

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We focus on printing so you can focus on your business.

Controlling your document workflow is more important than ever, but that can be a challenge when you don't have the technical resources to implement the optimal solution.

With more than 3,000 engagements and unmatched industry expertise, Lexmark consultants are helping businesses uncover processes that are gated by the speed of paper.

Our recommendations increase efficiency and productivity, and our Systems Integration team integrates the improved document workflow solution into your business.

Reaping substantial cost savings and productivity gains has never been so easy.