

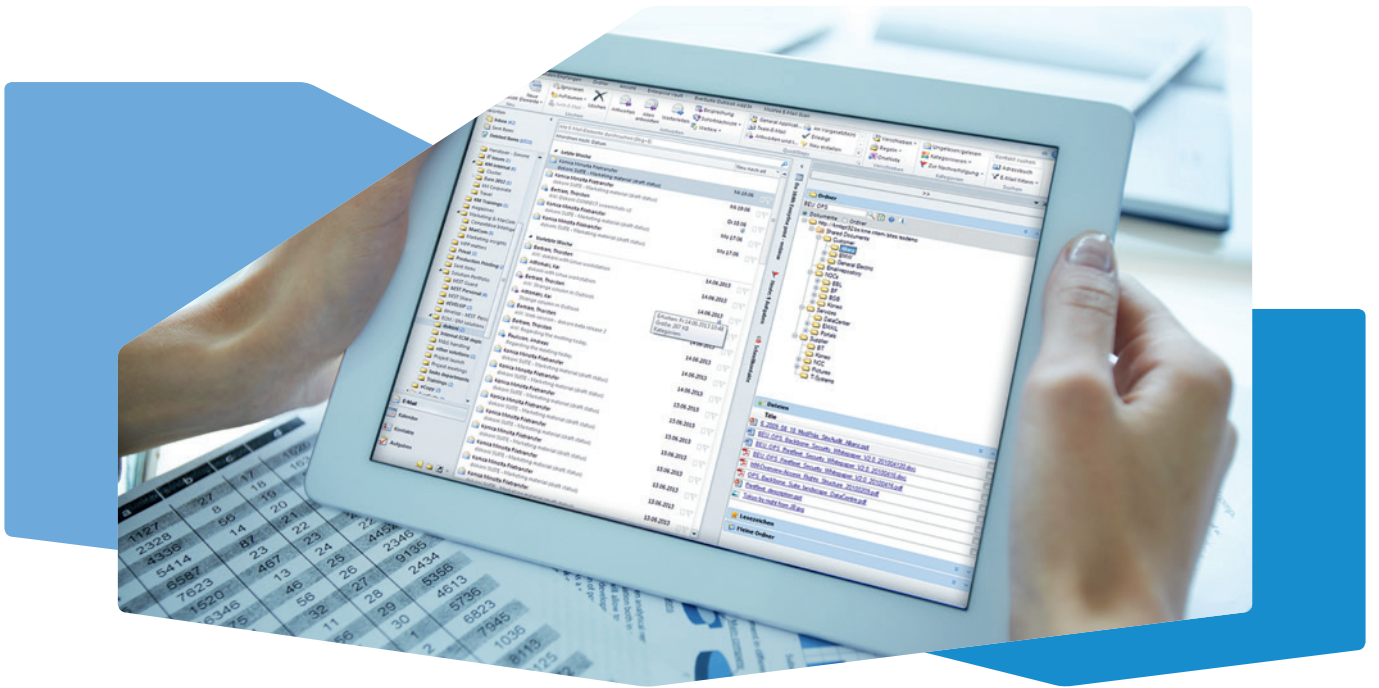


KONICA MINOLTA

**I WANT
RELEVANT
INFORMATION
AND ENHANCED
EFFICIENCY**



**MANAGED CONTENT
SERVICES**



FROM THE INFORMATION FLOOD TO YOUR COMPETITIVE ADVANTAGE

Day by day, the amount of information is growing exponentially: Document files, e-mails, online materials, invoices, and many more – all of this accumulates to a massive data volume. Unstructured information, often not classified, is stored in different places. And the main problem is usually a missing consistent data infrastructure. The consequences for your company are: time-consuming administration, a serious lack of transparency, as well as lengthy and complicated decision processes. With Konica Minolta, you can now overcome these obstacles and instead gain a decisive competitive advantage.

▀ Your challenge: comprehensive administration

Whether under commercial or under administrative aspects, the effective management of content requires a unified organisation. Only this will help you keep the numerous challenges in check that companies are facing today with regard to security requirements, instant access to information, and the increasing importance of mobile devices.

▀ Our solution: content control

Enabling all authorised users to instantly access the content they require, controlled content management gives you a very obvious advantage: You will have the most up-to-date information instantly available at all times. Which will reduce your processing times on the one and bring you significant efficiency gains on the other hand.

Are you aware of how much time you spend every day on searching for documents and information? And how much this is costing your company per year?

20 MINUTES PER DAY

21 WORKING DAYS PER MONTH

50 EMPLOYEES

25€/HOUR AVERAGE SALARY

COSTS OF 105.000 EURO

MANAGED CONTENT SERVICES: DIGITAL CONTENT AND WORKFLOW MANAGEMENT

Your business processes are crucial for your company's success: The faster, more efficient, cost-effective and sustainable they are, the further you get ahead of the competition. To optimise your internal processes, Konica Minolta can offer you profound knowhow and a professional concept: Managed Content Services, or MCS in short.

▀ An optimal solution for you

From the expandable entry-level solution for a single department or a specific business process to the all-encompassing approach for your entire organisation: We combine the best strategies, tools and methods for your individual requirements. That might for example be Document Capture, Document Management, or – as a comprehensive company solution – Enterprise Content Management (ECM).

▀ Document Capture

Capturing is much more than the simple digitisation of documents: Content from various sources is transformed into valuable information. Data is intelligently read out and automatically forwarded to its correct destination.

▀ Document Management

Professional document management ensures the efficient administration of information, the fast and simple discovery of filed documents, as well as reliable access control.

▀ Enterprise Content Management

ECM provides extensive functionality for complete control of all the information accumulating throughout your enterprise, facilitating the efficient organisation across its entire lifecycle and integrating existing CRM and ERP systems.

▀ Three simple steps for more efficiency

- **Consult:** The path towards a more efficient organisation begins with the analysis of your existing processes and our subsequent optimisation proposal.
- **Implement:** Only after this evaluation do we implement your customised solution. Our certified project managers ensure that this solution entirely fulfils all requirements as agreed with you.
- **Manage:** For lasting success, we will continue to advise you on further optimisation measures in the long term. This way we ensure that you will always be perfectly equipped, even under changing parameters.

▀ Why Konica Minolta?

- **Trust us – we've got the brains:**
Take advantage of our experienced team of experts!
- **It's the processes that count:**
To start with, let us analyse and optimise your procedures.
- **Most effective – an overall solution:**
We stand for the comprehensive, one-stop solution, from consultancy via complete integration into your IT environment all the way to continuous optimisation.
- **Crucial – the right partner:**
An unbeatable combination: our extensive practical experience coupled with dependability and the know-how of an international IT enterprise.



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YOUR ADVANTAGES AT A GLANCE

- ✔ Save valuable time and money with optimised business procedures.
- ✔ Avoid information silos, such as locally administrated data.
- ✔ Gain an information advantage: Relevant knowledge is instantly available.
- ✔ Free your employees from unnecessary administration.
- ✔ Speed up your processes and react faster to market changes.
- ✔ Reduce error sources with automated digitised processing.
- ✔ Improve collaboration: in your team, among mobile workers, and for outlying branches.
- ✔ Improve your customer service with instant access to all relevant information.
- ✔ Reduce paper consumption as well as your CO₂ footprint with digital processes.

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