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Extend Your MFD Investments with Document Workflow Automation to Boost Security and Productivity

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Organizations in all industries continue to devote significant portions of their budgets to multi-function devices (MFDs) to meet printing, copying, scanning and faxing needs. MFDs are cost-effective investments since employees can perform multiple functions with one device. However, companies are always looking to cut costs and maximize technological investments even more, making it more critical than ever to get more out of these devices.

Additionally, MFDs are connected devices that process and transmit large volumes of data, some of which is sensitive and confidential. The penalties can be severe if this data is in any way compromised.

Managers are now faced with the double challenge of finding cost efficiencies and improving security when dealing with MFDs. Many are turning to intelligent automation technologies for answers.

Kofax, as the leading secure content-aware capture, print, and mobile solution for MFDs, consistently hears the same concerns from organizations. The top two issues enterprises face are:

- Leveraging MFD investments to maximize efficiency and productivity.

- Ensuring the appropriate security, governance and compliance protocols are in place to protect sensitive information being processed.

MFD Investments Can Improve Productivity

While organizations originally invested in MFDs to enable employees to print, copy, scan and fax from one machine, companies are using these devices for so much more. In fact, MFDs have become the starting point for enterprise-wide automation in many organizations, due in part to smart configurations that have transformed MFDs into highly intelligent, software-driven advanced machines.

Companies can now extend the value of their MFD inventories by using them to intelligently capture information from digital and physical documents and then process and disseminate that information where it is needed across the enterprise. This applies to almost any type of automated workflow, including those involving enterprise content management (ECM) systems such as SAP or Oracle, customer relationship management (CRM), electronic health records (EHR), enterprise resource planning (ERP) or other back-end or front-end systems.

It can also include open-source purpose-built applications. The information that MFDs capture can be automatically processed in any number of ways: data can be redacted, classified, reported, analyzed, converted, compressed, routed, watermarked, barcoded and extracted. This means that labor previously spent on these activities can be reallocated to higher-value work.

Modern MFDs Can Improve Security, Governance and Compliance

Massive amounts of data are captured, processed and transmitted via print, copy, scan and fax every day. Of course, organizations want and need to keep all of this data secure, but the stakes are even higher when it comes to sensitive and confidential information. Executives, managers and employees use MFDs on a daily basis to reproduce and share financial data (relating to both the company and clients), personal health records, competitive and proprietary information, market research and more. Organizations must keep this data secure for competitive reasons, and there are also many regulations and guidelines pertaining to security, privacy and data protection that they must follow. Violations of PCI-DSS, HIPAA, GDPR and other regulations can result in hefty fines and severe reputational damage.

Fortunately, modern MFDs can actually help enterprises manage compliance. By identifying the information they're engaging with and enforcing the relevant compliance protocols, MFDs help ensure that information is secure and protected.

The Answer Is Intelligent Workflow Automation

So how can organizations protect the sensitive information they process? The answer lies in extending intelligent automation capabilities to MFD assets so they operate with applied governance, security and connectivity to other enterprise business systems. Kofax is uniquely positioned to deliver these integrated intelligent automation capabilities so that any organization can confidently employ their MFDs to capture data from emails, PDFs, paper forms and other documents and set workflows in motion around that data. For instance, data extracted from a captured document can be validated with systems of record, served up for review to an employee and exported to a system of record.

Optimize MFDs With Best-in-Class Print, Capture and Workflow Automation

By seamlessly integrating the Kofax ControlSuite™ best-in-class capture, print management and mobile solution with Kofax TotalAgility®—the foundation for enterprise operations, orchestrating digital workflows in collaboration with users, systems and data—organizations can enhance intelligent capture capabilities and automate workflows across their enterprise. The Kofax solution achieves this via a seamless, real-time link between the company's customer-facing systems of engagement (the MFD fleet) and its back-end systems of record that run the business (the Kofax Intelligent Automation Platform). This minimizes the need to modify enterprise applications and instead allows for "content-aware" capture, print, and mobile workflows to transform and extract data from documents and distribute it throughout the enterprise.

The Kofax content-aware capture and print software protects the data in those documents from exposure—whether inadvertent or deliberate. The key capabilities offered by the solution allow organizations to:

- **Improve data visibility and security:** Leverage capture and print management to significantly reduce the risk of information loss and security breaches. The Kofax solution ensures document security, protection of

confidential information and secures the transmission of documents to and from users' workstations, content management systems, mainframe systems and file systems. ControlSuite automatically applies consistent business rules and data protection policies like automatic redaction, watermarking and rule-based printing. Ensure compliance and data governance: Simplify audits with automated reports and support chain of custody initiatives through capture and print workflows. Kofax provides a full, centralized audit trail of all documents—printed, captured and faxed)—from the MFDs to ensure the protection of sensitive information and to provide data for reporting metrics. Organizations can also apply consistent business rules and track the movement of documents and information.

As data moves from the MFD to the broader Kofax Intelligent Automation Platform, Kofax is providing added benefits to organizations that include:

- **Reduced costs and optimized workflows:** Drive incremental value to existing infrastructure by consolidating technology and automating business processes to increase efficiency and productivity.

- **Intelligent process orchestration:** Integrate business process management (BPM) to transform process automation across entire enterprise document management workflows. The Kofax platform integrates with enterprise applications, legacy systems, mobile, chatbots and more.

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Work Like Tomorrow—Today

Modern MFDs are no longer bound by the basic functions of print, capture, copy, and fax. Today, MFDs are the first leg in the integrated chain of enterprise-wide digital transformation. Kofax's leading secure content-aware capture, print and mobile capabilities combined with our industry-leading intelligent automation platform make end-to-end, scalable automation a reality for organizations in every industry. Kofax technology adds the capabilities that enable companies to maximize MFD investments, improving productivity among employees while enhancing security and compliance. Unlock the full potential of MFDs and start working like tomorrow – today.