



VCO File™

Discover the power of a paperless office... reduced stress, better productivity, fatter bottom line.



Acris Technology

Your virtual corporate office in the cloud.

VCO File is electronic document management designed specifically for the unique needs of a busy transaction-based business. In a production workflow environment, time truly is money. And nothing wastes more precious time and human resources than staff constantly fumbling through and sharing paper files. VCO File will cut costs, while increasing efficiency, document security and customer service for your business. It will eliminate storage costs and lost files, reduce employee stress, increase productivity and facilitate collaboration. In addition, VCO File is good for the environment, using less paper, photocopies, printing, and energy.

Save Money!

- Enable a collaborative workforce and improve operational efficiencies throughout the transaction life cycle
- Reduce copy and fax costs associated with the exchange of documents
- Reduce or eliminate express mailings and courier charges
- Reduce labor costs associated with all levels of managing documents
- Eliminate off-site transportation, archiving, retrieval and storage costs
- Reduce time and labor managing and auditing production documents
- Reduce IT expense with our on-demand, web-based solution



Begin Creating an Efficient Paperless Office in Minutes

Available in Microsoft Windows® or hosted, web-based editions, VCO File is powerful document imaging and management that provides easy access to any e-mail attachments, faxes, electronic documents, scanned images, and more in a collaborative, electronic environment. Thanks to effortless point-and-click integration, you can bring the power of imaging and electronic document management to all your existing computer applications... in a matter of minutes with no programming! Once user permissions have been established you are live and processing documents!

The Path to Paperless Document Management

VCO File is built using a combination of proprietary software and public domain software, such as Microsoft® and Adobe®. Documents can be scanned, faxed, or simply drag-and-dropped into VCO File where they are stored electronically and indexed. VCO File will accept any image-based electronic file. When you want to read a document, they are at your fingertips for instant retrieval. Permissions are assigned for your collaborative work team users and business partners regarding which documents can be read and what actions can be performed. Finally, VCO File archives your documents indefinitely.

These processes can be incorporated at the various entry points of paper into your current workflow process. Or, you could simply take advantage of the imaging and storage archiving aspects of VCO File, benefiting from instant file recall, and eliminating your need for paper storage along with all the associated costs. VCO File is flexible, allowing your organization to migrate effortlessly to a paperless office at your own pace.



Key Reasons for Using VCO File

Reduce Errors and Improve Compliance

Correct mistakes in real-time and manage the process using the electronic folder enabling your team to process documents faster, with improved customer service, accuracy and compliance.

Free Up Your People to Perform

Your employees are your greatest asset. Release them from tedious paper shuffling and let them focus on important things and watch their productivity soar!

Save Time

Find documents quickly from indexed locations. And by having more than one pair of hands on a loan file at a time, you will radically improve transaction turn time.

Collaborative File Sharing 24/7/365

Simultaneous multi-user, multi-touch access to a document eliminates the traditional linear approach to workflow management, improving efficiency and radically altering your business process. Allows your business partners to collaborate with electronic folders and documents in real-time over the web with the confidence that your processes will be completed securely, anytime, anywhere.

Save Storage Space

The days of endless rows of filing cabinets consuming valuable office space are gone forever! Reduce your office's square footage requirements overnight!

Find Documents Quickly Plus No More Lost Files!

Once your documents are in VCO File they are secure, searchable, indexed and instantly available to your employees, contractors or vendors wherever they are located.

Easy to Use and Compatible

Available as a standalone, independent SaaS solution, VCO File improves processing efficiency by embedding links to paperless documents into your existing applications, including your current workflow management system. Plus, manage your imaged documents with familiar, industry-standard tools.

Enhanced Productivity and Rapid ROI

Discover levels of efficiency never before possible by simply inserting instant document access into all your staff's daily workflow processes, reducing cycle times and allowing you to accomplish more in less time.

Scalable

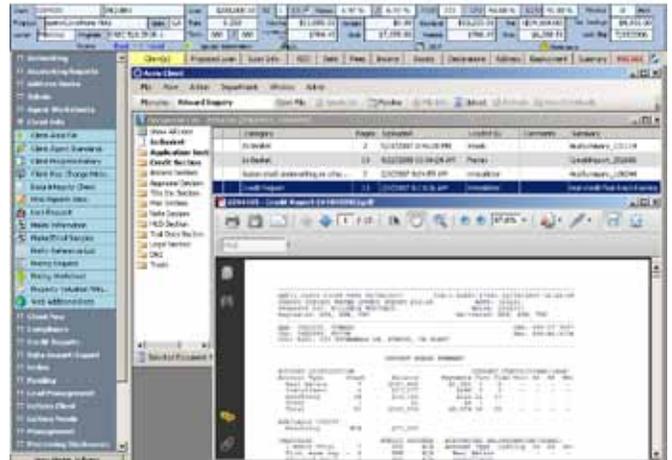
VCO File is designed to scale seamlessly with all network maintenance, database upgrades and software revisions occurring behind the scenes, plus adding additional users is effortless.

Secure

We've incorporated many layers of physical, application, network, and communications security into our system. Our servers are housed at highly secured data centers. All access to the servers requires authentication with a username and password. Within VCO File, users only have access rights to the folders and documents to which they have been specifically granted permissions. All data exchanged between a user and VCO File is encrypted using industry-standard 128-bit encryption techniques. SSL connections are provided using a Thawte certificate. Our servers are protected via firewalls, multiple intrusion detection systems, regular penetration/stress testing and continuous monitoring of system performance.

Reliable

Our system performance is monitored 24/7 and we provide user support Monday-Friday 8am-5pm PST and emergency support when necessary. We use the latest server technology within geographically-redundant data centers.



Integrate VCO File seamlessly with your current transaction management software where all pertinent documents are a click away for all users with file access.

Visit our website at www.AcrisTechnology.com or call 800-605-2560 to request a demo.

Acris Technology, LLC | 23046 Ave De Carlota Suite #600, Laguna Hills, CA 92653