

shaping tomorrow with you

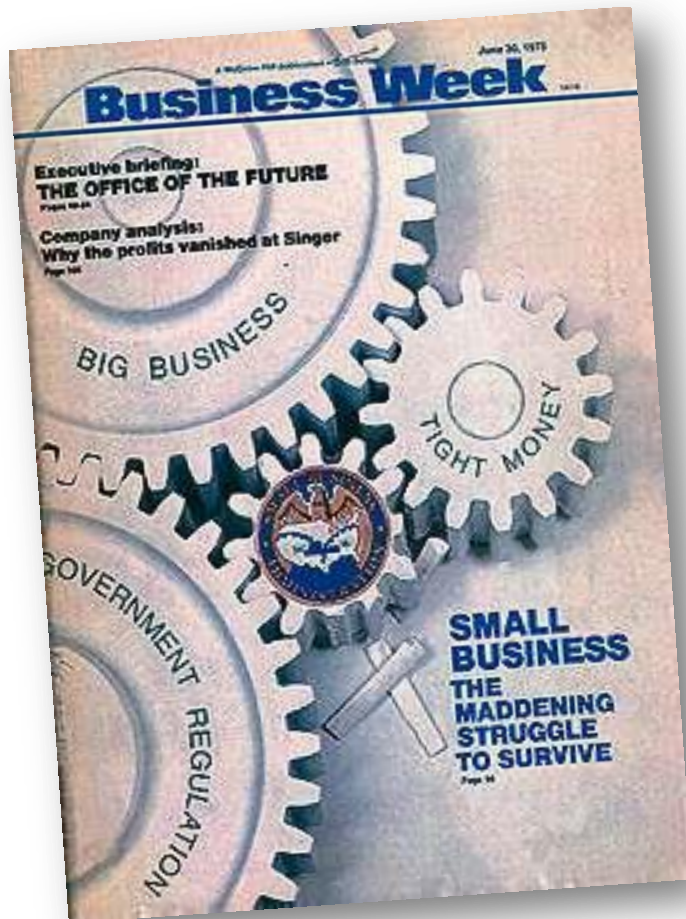


The Paper Chase

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Chair, The TWAIN Working Group
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The Office of the Future

“I'll be able to call up documents from my files on the screen, or by pressing a button. I can get my mail or any messages. I don't know how much [printed paper] I'll want in this world.”

- George E. Pake, then-director of the Xerox Palo Alto Research Center, about what the typical office would look like in 1995.

BusinessWeek, June 30, 1975





Why The Paper Chase

- Reduce costs
- Legal compliance
- Business continuity
- Environmental sustainability



The Barrier



- Rising cost of office space
- Average nationally - \$23.23
- Space for filing cabinet – 6 sq. feet
- If 10, 60 sq. feet = 1,393.80
- Off-site storage



- Companies spend \$20 in labor to file a document, \$120 in labor to find a misfiled document, and \$220 in labor to reproduce a lost document
- 7.5% of all documents get lost; 3% of the remainder get misfiled
- Professionals spend 5%–15% of their time reading information, but up to 50% looking for it¹

¹ Source: PricewaterhouseCoopers



IDC Study on Document-Related Tasks

Task	Average Time	Task	Time Wasted
Creating documents	13.3 hours	Reformatting	6.2 hours
Searching for data	9.5 hours	Searching (not finding)	3.5 hours
Gathering information	8.3 hours	Recreating	3.0 hours
Filing and organizing	6.8 hours		
Document routing	4.0 hours		
Document approval	4.3 hours		





Business Continuity

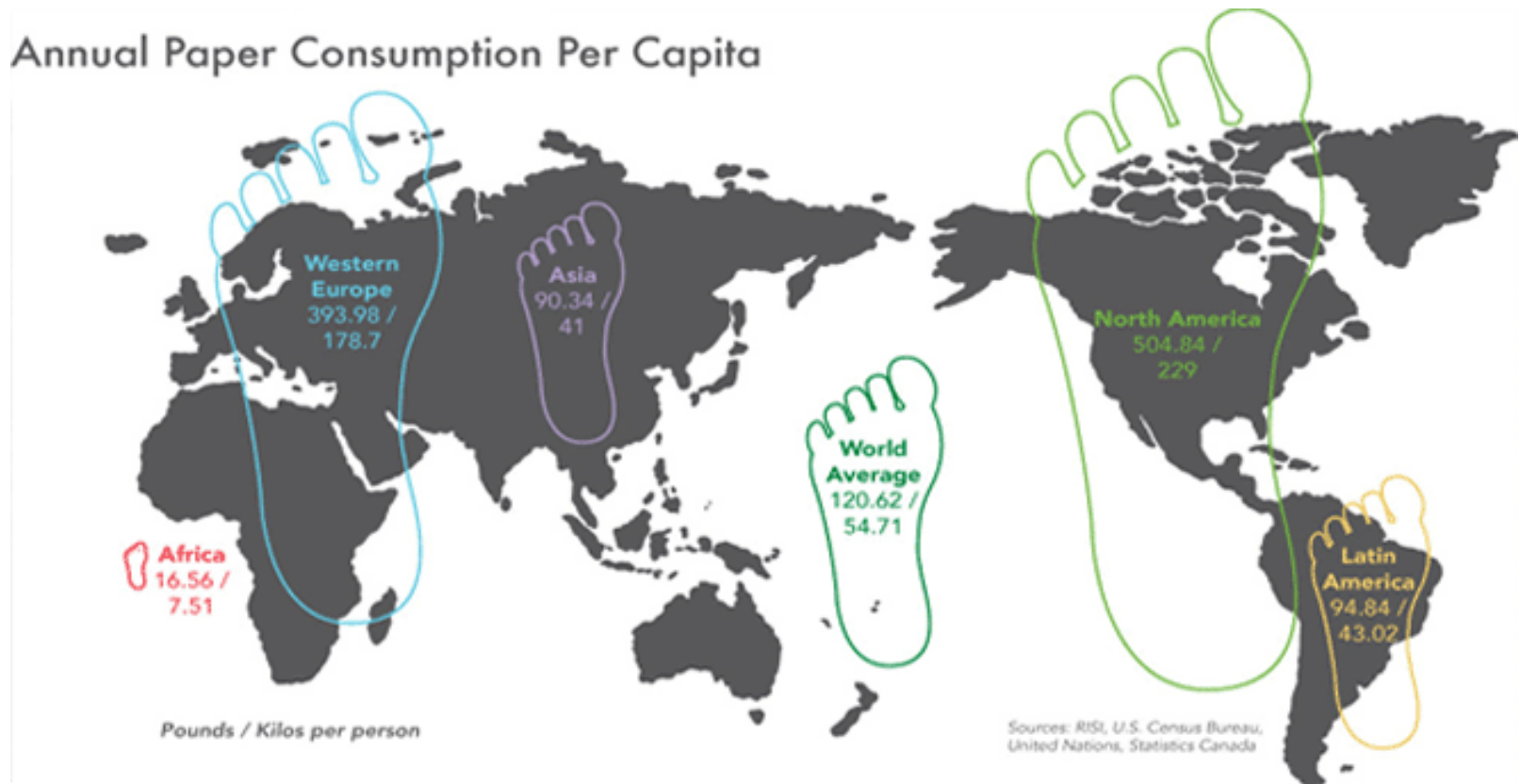
- 25% of SMBs affected by disaster fail to reopen¹
- 40 – 60% of SMBs without plan don't come back²
- Of businesses suffering an incapacitating disaster with no disaster recovery plan:³
 - Only 43% resume operations
 - Of the 43%, 29% still in business in two years
 - Total of 71% will be out of business in two years

¹Source: The US Small Business Administration

²Source: David Paulison, Former Director, FEMA

³Source: Contingency Research Planning





The Solution = Capture

- Combination of hardware and software
- Digitize and recognize
- Transform it into a valuable resource



- Enhanced accessibility
- Productivity gains
- Faster and thorough access for compliance initiatives
- Reclaiming premium office space
- Physical protection
- Many environmental benefits



Retail/Manufacturing

Contracts
Buyer Files
Sales Agreements
ISO Procedures

Legal

Client Records
Case Reports

Education

Student Records

Museums

Archives
Artifacts

Healthcare

Patient Records
Claim Processing
Order Entry (Lab, etc.)
Clinical Data Repositories

Insurance

Applications
Claims
Damage Inspections

Hospitality

Guest Data
Charge Authorizations
Reservations

Government

Historical Records
Parking Tickets
Compliance Documents
Police Department
Records

Banking/Financial Services

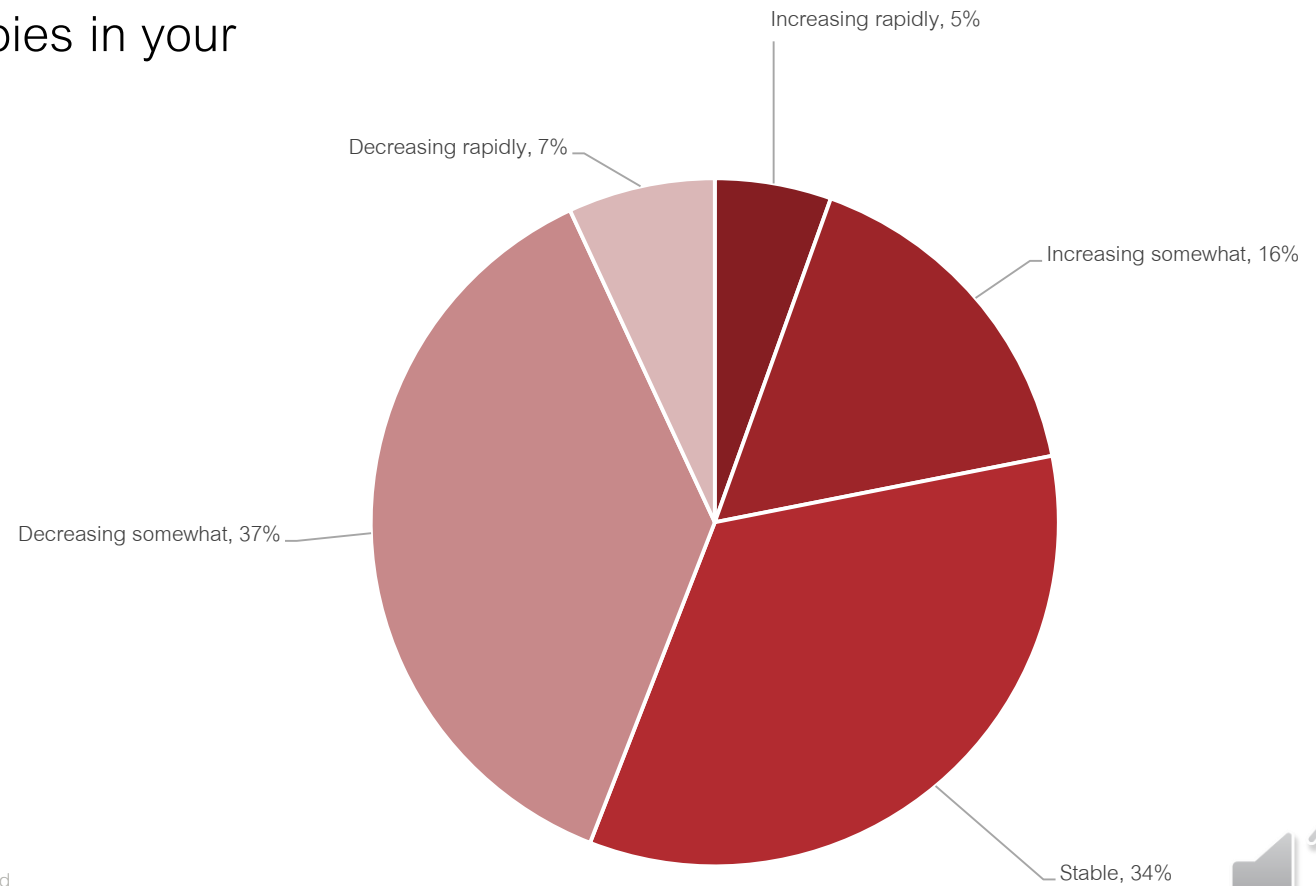
Proof of Deposit
Check Truncation
Signature Verification
New Account ID
Transaction Processing
Safe Deposit Contracts
Wire Transfer Documentation

Transportation

Proof of Delivery



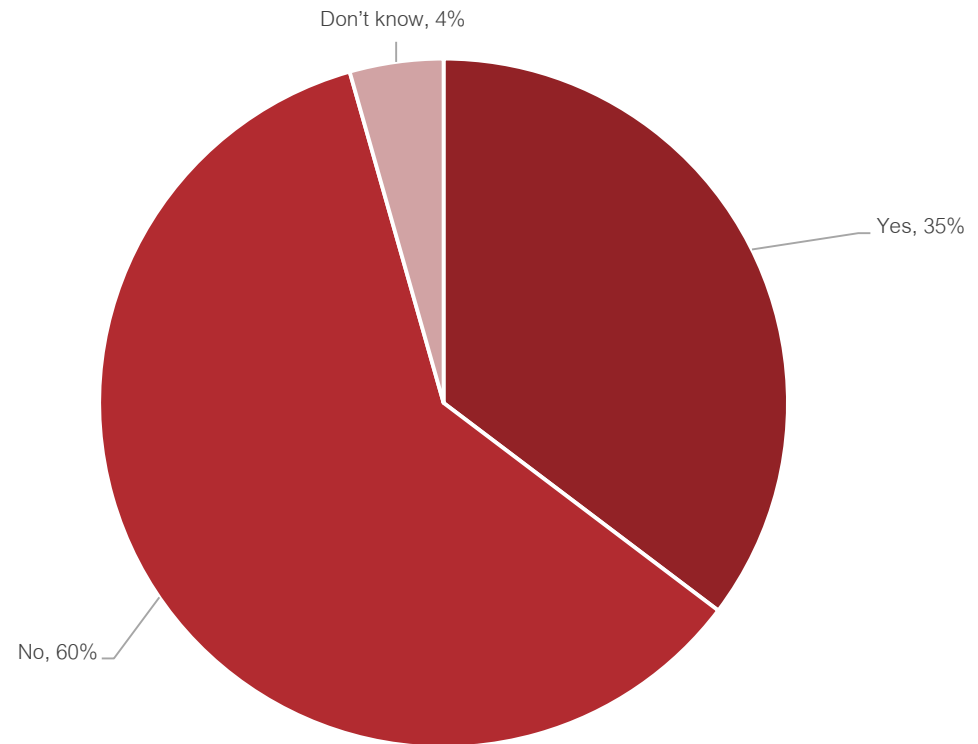
Would you say that the
consumption of paper and/or
number of photocopies in your
organization is...?



Source: Paper Wars 2014 – An Update From the Battlefield



Do you have a
specific policy or maxim to
“Drive paper out of the
business?”



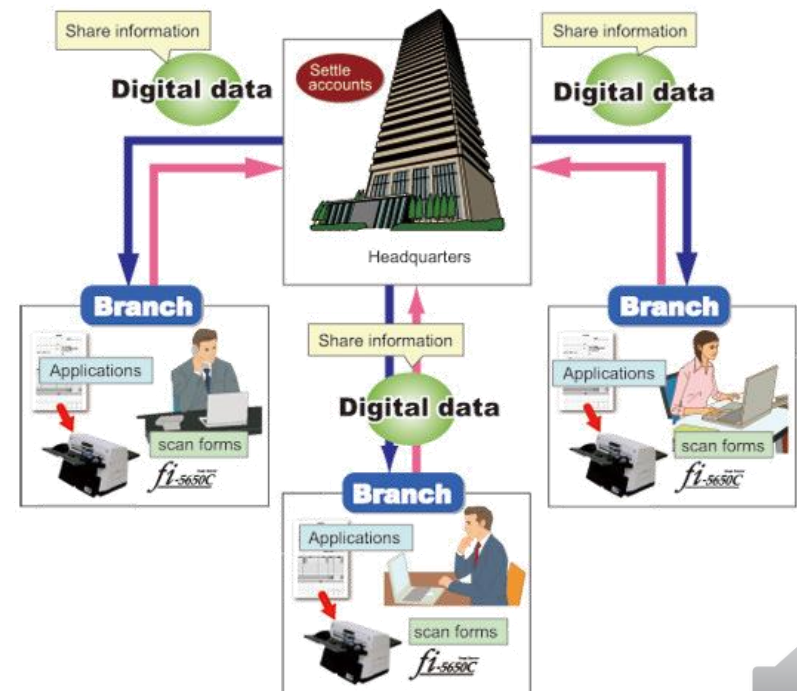
- Largest Labor Union
- Diversified Departments
- Geographically Dispersed



Took on the Paper Chase



- Phase 1 – Legal
- Phase 2 – Political Action Committee Fund
- Phase 3 – Grievance Process
- Phase 4 - Contracts



- Cost Reduction
- Legal Compliance
- Business Continuity
- Environmental Sustainability



Fujitsu Scanner Line-up

Personal



iX100 \$229



S1100 \$199



S1300i \$295



iX500 \$495



SV600 \$795

Decentralized



fi-65F \$395



fi-6110 \$895



fi-7160 \$1,195



fi-7260 \$1,995

Professional



N1800 \$1,895



fi-7180 \$1,995



fi-7280 \$2,495



fi-5530C2 \$3,995



fi-6010N \$2,995

Production



fi-6670 \$5,995



fi-6770 \$7,995



fi-6800 \$19,995



fi-5950 \$24,995

■ Product information & white papers

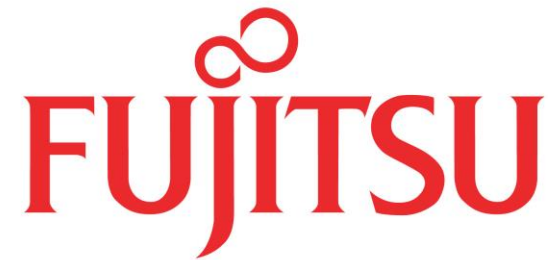
- <http://us.fujitsu.com/fcpa>

■ Case Studies

- <http://scanners.fcpa.fujitsu.com/casestudies/>

■ Inside Sales 1 (888) 425-8228





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