



# CLOUD PROCESS AUTOMATION SOLUTIONS

The easy, intelligent, compliant way to manage business critical documents & processes straight from the Canon device, without the need for complex IT

**Canon**

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**Canon Cloud Process Automation Solutions is a fully managed, cloud-based end-to-end SaaS. Accessible from Canon cloud connected devices, it is designed to enable organizations to digitally transform and achieve efficiencies through better information and content management, without the need for complex and expensive IT implementations.**

The solution is easy to deploy and easy to use, offering great user experience and fast adoption capabilities.

## YOUR BUSINESS CHALLENGES

It's quickly become a priority for businesses like yours to manage the growing amount of confidential and business critical content in business environments.

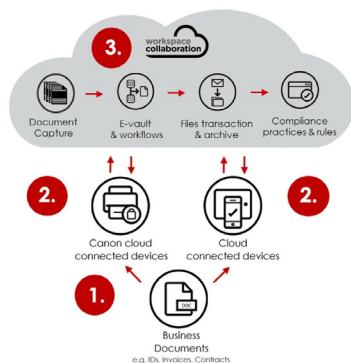
- Complexity of information management solutions**  
Information management solutions tend to be complex to buy, implement and maintain. These solutions can be particularly difficult to integrate with existing business workflows – often having a negative impact on productivity resulting in bespoke and costly implementations.
- Managing information security and compliance**  
Managing and maintaining information compliance is a significant challenge for many businesses. Companies typically have a combination of multiple systems, and a balance of print and digital documents. Efficiently managing aspects like retention policies across all content is very difficult.
- Low IT support & budget**  
Small and medium-sized enterprises typically have little IT support in-house, making it difficult for them to roll out or maintain complex technology solutions. With tight budgets, it is difficult to invest in solutions which require large capex expenditure or professional services support.
- Supporting modern workflows**  
Being able to access and locate the right information from anywhere, from any device is crucial for accurate and efficient collaboration. However, for modern businesses this is often complicated as sensitive information and documents are stored across multiple back office applications and business units impacting the efficiency of mobile and flexible working.

## HOW CLOUD PROCESS AUTOMATION SOLUTIONS WORKS

### Subscription service that gives you all you need in a single solution

Cloud Process Automation Solutions is a managed service delivered via a cloud-based platform. Canon hosts and manages the service for you.

- 1** Customers need to securely manage business critical documents in multiple formats (digital and paper)  
Paper documents are scanned by Canon cloud connected MFDs while digital documents are uploaded using any cloud-connected device (PCs, tablets, smartphones)
- 2** Within Cloud Process Automation Solutions:
  - Sensitive documents are classified and indexed following automatic capture and extraction of relevant content in line with specific document processes
  - Collaboration is enhanced thanks to digital approval workflows and fully structured and indexed database
  - Content security and compliance is improved with advanced retention and compliance rules that can be easily put in place across the entire document lifecycle



## CLOUD PROCESS AUTOMATION SOLUTIONS BUSINESS PROCESS APPLICATIONS

Cloud Process Automation Solutions comes out-of-the-box with pre-configured applications to allow you to improve core business processes (such as HR digitisation, invoice processing or contract management). For more advanced users, the solution also allows you to self-configure and design other applications tailored to your specific business needs.

Pre-configured by Canon	Self-configurable (by you or by Canon and its partners)
<b>Digital HR</b> Digital HR and electronic vault that helps you securely archive and process HR related documentation in a case-based archive structure	<ul style="list-style-type: none"> <li>• <b>Customer Onboarding</b></li> <li>• <b>Order Fulfilment</b></li> <li>• <b>Communication Management</b></li> <li>• <b>Logistics &amp; Distribution</b></li> <li>• <b>Exam Management</b></li> <li>• <b>Incident Management</b></li> <li>• <b>Travel &amp; Expenses</b></li> <li>• <b>Legal &amp; Public Affairs</b></li> <li>• <b>and more...</b></li> </ul>
<b>Invoice Processing</b> Manage and approve invoices with the pre-set configuration for invoice processing including three-level approval workflows	
<b>Contract Management</b> A case-based archive to manage your business contracts with suppliers, partners and customers, providing timely alerting of expiring contracts.	

## VALUE-ADD INCLUDED

Canon Cloud Process Automation Solutions is an integrated end-to-end content management solution which allows businesses to replace several solutions with a single platform minimising IT spend.

### Key Features:

- Charge per device (Unlimited scan users + 10 concurrent users for Document Management System) ✓
- Unlimited scan documents per Canon devices ✓
- Pre-configured out of the box applications ✓

### Typical Market Alternative

- Typically charge per user ✗
- Typically charge per documents / images ✗
- Requires PS to customize processes ✗

### Hosting and Application Management

Canon Cloud Process Automation Solutions leverages the benefits of the Microsoft Azure(tm) cloud platform, providing superior enterprise platform security, scalability and resilience. With datacenters hosted in Europe and managed by European support teams. Service availability is 24/7 and infrastructure and application management support are available in business hours

### Security

Cloud Process Automation Solutions is designed and built on a robust infrastructure that is compliant with Canon Security standards and policies including: 1) Vulnerability and Policy Assessment 2) ISO27001, PCI and Canon's GDPR protocols 3) Application, Infrastructure and Synthetic Monitoring 4) Host Based Antivirus all tested according to Canon Security policies



## KEY BENEFITS FOR YOUR BUSINESS

Canon Cloud Process Automation Solutions enables your organization to quickly improve business processes, using a solution which is easy to deploy and delivers a great user experience.



### **Increase productivity and efficiency**

By automating administrative tasks and control of key documents, integrating them seamlessly with business workflows.



### **Strengthen information security and compliance**

Enhance security and compliance across the document lifecycle thanks to workflows and automatic document retention policies.



### **Ensure consistency and support collaboration**

Harmonize document and content management processes across multiple departments and locations, thanks to a cloud platform accessible from Canon devices and connected devices such as smartphones, tablets and PCs.



### **Lower set-up and running costs**

Simple deployment based on wizard and self-configuration tools means professional services is now an option rather than a necessity.



### **Easy to deploy**

Preconfigured applications and workflows make it easy for you to deploy the solution and digitally transform their organizations without support (Canon support options are available to supplement in-house capabilities.)

## DIGITAL TRANSFORMATION

Canon is a trusted partner for your digital transformation, offering innovation and expertise to help make your journey a success.

By partnering with Canon, you can help drive valuable change, without disrupting the day-to-day flow of your business. Our closely integrated hardware and software solutions simplify and enable ongoing transformation, while our trained experts help guide a smooth transition for your business.

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