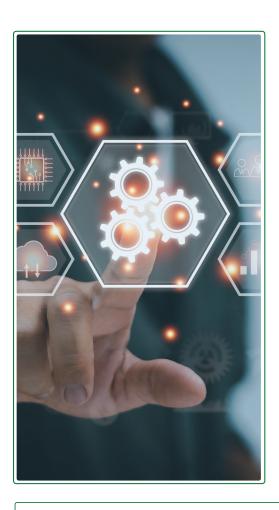# Falling Behind Using Old Office Processes?

End Slow and Costly Document Management Tasks Using RPA.

Still relying on the old ways to keep your back-office operations going? Save time and money with Robotic Process Automation (RPA). Automate the collection, organization, updating and sharing of documents and data. More than 80% of RPA users report improved productivity and a happier workforce[1].

How do Sys.tm® Automations Studio and the PaperVision® product suite help you automate business processes?

- Speed processes for HR, accounts payable, mailroom, IT and more by using RPA bots to extract and route documents and data.
- Reduce errors by eliminating manual data entry, hand-keying, and file handling.
- Compile and track data from multiple sources to simplify audits and aid in business reporting.

How RPA bots work:

RPA "bots" are electronically-controlled user accounts for software. They replicate the work of humans by logging into applications and performing routine tasks. Here are a couple of examples of how an RPA bot aids the processing of information:

- A business office uses an RPA bot to retrieve digitized invoices from a database and copy the documents and data into an accounting system.

- A medical office uses an RPA bot and e-forms to automatically copy patient billing information into its business applications.

Easy, affordable RPA for any size business from Digitech Systems

Sys.tm Automations is easy to implement and is one of the easiest-to-use, most affordable RPA products on the market. You can purchase it as a standalone tool or use it with Sys.tm® or the PaperVision® product suite of intelligent information management services.

1 https://www2.deloitte.com/content/dam/Deloitte/uk/Documents/consultancy/deloitte-uk-the-robots-are-waiting.pdf

Automate Manual Tasks with Sys.tm® and PaperVision®

Almost 90% of general accounting and 70% of financial reporting activities can be automated.[1] With a flexibility that allows you to automate a little or a lot, Digitech Systems' RPA solutions can integrate seamlessly with your existing software applications to automate many of those activities and other business tasks.

Automate Manual Tasks

Are you still manually hand-keying information into multiple systems? Eliminate routine tasks with Sys.tm Automations Studio or PaperVision Process Automation Tools 'bot'. This unattended bot logs into your applications and performs tasks that were previously done by human workers to eliminate manual tasks.

Integrate Seamlessly

Do you need to share information across multiple systems? With Digitech Systems' RPA solutions, it's easy. Seamlessly share information between various line-of-business applications and PaperVision® Enterprise, ImageSilo® or PaperVision®.com. Instantly improve productivity because staff no longer needs to switch between multiple systems.

Ensure Data Accuracy

Are there often inaccuracies in your data? When you let Sys.tm Automations Studio or the PaperVision Automation 'bot' handle data entry, accuracy improves dramatically. Let your bot perform any number of routine tasks—from keying invoice information to researching bad addresses—the possibilities are endless.

Reduce Required Staff

Is your organization looking to do more with less? According to Grandview Research, process Automation tools are 65% less expensive than full-time employees[1]. Add Digitech Systems' RPA solutions to your staff and hire bot 'employees' that are always working, allowing your organization to never stop running.

Protect Sensitive Data

Protect your sensitive data from prying eyes. When you store your data in Information Management systems like Sys.tm, PaperVision.com, ImageSilo or PaperVision Enterprise, you can rest assured your data is always safe because it is protected under multiple layers of security while in transmission and at rest.

> "Backed by rich experience in data management, Digitech Systems is providing an advanced ECM (Enterprise Content Management) suite that uses RPA to manage information securely and intuitively!"
>
> -CIO Applications, Top 10 Robotic Process Automation Providers

CIO APPLICATIONS — TOP 10 ROBOTIC PROCESS AUTOMATION SOLUTION PROVIDERS - 2019

1 https://www.grandviewresearch.com/industry-analysis/robotic-process-automation-rpa-market