



KONICA MINOLTA

WAIDOK
DOCUMENT INTELLIGENCE



WAIDOK[®] DOCUMENT MANAGEMENT SOLUTION

THE WAY OF INFORMATION

Giving Shape to Ideas

THE OFFICE OF THE FUTURE

Two decades ago, we couldn't have imagined that the world would be revolutionized by Digital Transformation. In addition to the reduction of paper in everyday life, digitization has brought faster exchanges, creating an idea of agility based on digital processes.

However, more and more documents are being generated, which creates problems with storage, organization and searching, as well as sharing, task management, security and compliance.

A platform to manage processes and workflows and support hybrid and collaborative work is therefore essential. The Waidok® document management platform is the solution to these problems.

COMPANIES' MAIN CHALLENGES



Remote work



Processes



Digitalization



Storage and organization



Search



Security and compliance

DMS THE ESSENTIAL HELPERS

Document Management Systems integrate easily into existing IT structures, offer advanced search, information retrieval, version control and, in general, the management of the entire document lifecycle, as well as an overview of the organization of company information.

From 6.23 billion in 2023, the market for document management systems is expected to reach 19 billion dollars in 2030, at an annual growth rate of 17.2%*, revealing its potential among companies.

WAIDOK®

THE WAY OF INFORMATION

Waidok® is the document management solution that simplifies information management throughout your organization, offering security for your documents and automation for processes and workflows.

Waidok® allows you to manage the entire lifecycle of each document, from creation to deletion. With Waidok®, you can create document-based workflows, speed up document approval, record all changes and views, and benefit from intelligent indexing and OCR data capture.

With this platform, you can comply with all kinds of document-related deadlines (e.g. contracts) and keep your documents safe, and provide support for hybrid and remote working and business process automation.

THE FOUR PILLARS OF WAIDOK®

Information management

When a document is not well indexed, it can be very difficult to locate and use data. The same goes for finding specific information in a given file or context, even with keywords. Searching for poorly archived information is a waste of precious time and resources for organizations. Waidok® is a single, intuitive platform that makes it possible to store and index all documents, allowing you to find all the information related to what you need.

Main features:

- Smart Indexing
- Text indexing
- Document version
- Stamp document

Efficient collaboration

Whether in the office or working remotely, sharing information efficiently should become the new norm. Working with dispersed teams, from different locations, or editing the same documents at the same time must be overcome as part of your company's daily management. Waidok® solves all these problems. With Waidok®, documents are stored securely and centrally, with quick access to all the organization's information. Waidok® offers all the tools for collaborative and remote working, giving employees flexibility and organizations productivity.

Main features:

- Online editing
- Click & share
- Task manager
- Version control

THE FOUR PILLARS OF WAIDOK®

Security and compliance

Whether it's a complaint or a request for access related to the GDPR (which has a one-month response limit), it's vital to be able to find the right information in a timely and efficient manner. Waidok® plays a key role in the security and compliance of information and documents: with a platform that protects and organizes data, unwanted problems in these areas are avoided.

Main features:

- Security according to users and groups
- Version control
- Retention schedule
- Notifications and alerts
- Add a digital watermark to documents

Intelligence and automation

with all the technology available, approving a document is still time-consuming and laborious. How do you ensure that all stakeholders have seen and approved certain information? Waidok® acts as an agglomerative platform for the entire document journey, getting it to the responsible stakeholders. Waidok® also archives the editing or interaction history for each document.

Main features:

- Workflow manager
- Digital signature
- Task manager

A PLATFORM FOR ALL ORGANIZATIONS

Cloud Solution

Waidok is a solution hosted on Microsoft Azure.

Simple and intuitive interface

Waidok's interface is very simple and intuitive, with a clean design, ready to be used by any user.

WAIDOK API

Waidok has its own API, which allows it to connect to the various software it already works with.

Integrations

Microsoft (Teams, Outlook, Azure, among others), Workplace Pure, SMTP Gateway, other third-party software

REACH OUT TO US

Our job is to help you make the best decisions for your business.

WAIDOK