Digital document management for Pegasus
Opera 3 and Opera 3 SQL SE





## Why you should use AutoFiling

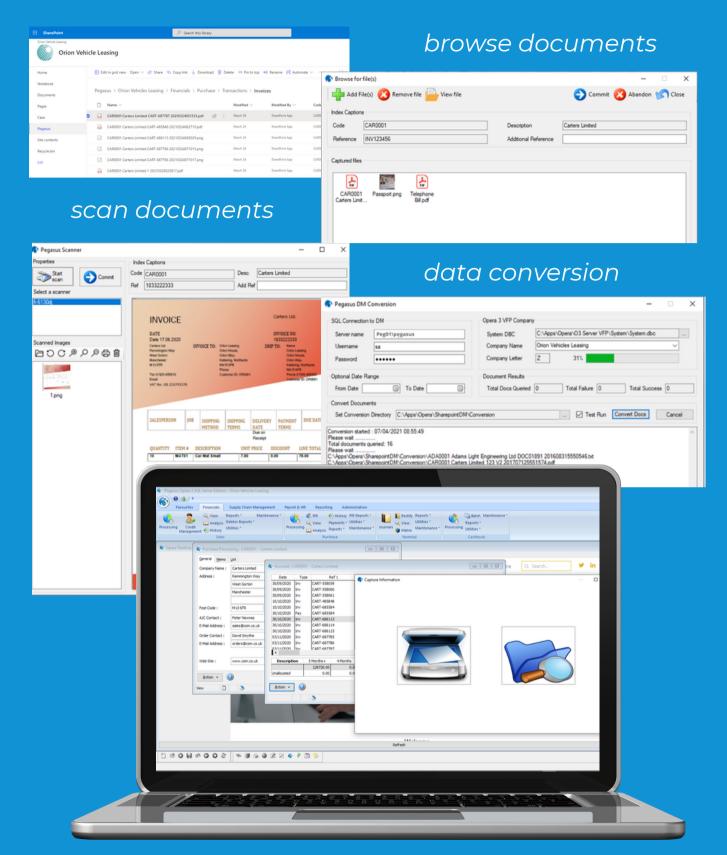
AutoFiling is a digital document storage system that allows users of Opera 3 the ability to scan, capture and retrieve within Opera as well as allowing all staff company wide the ability to view and retrieve via a web browser.

Paper and electronic documents can be captured and securely archived.

Business files available wherever and whenever.









# Easy steps to automating your document filing

#### File



select record



Scan or select file

#### Retrieve



select record



Select file



Customise filing reference



View, copy, email, print, etc





### Key Features

- Capture/View/Search for documents in Opera 3 and in the cloud
- Opera 3 conversion routine available for existing Document Management module
- Full integration with SharePoint
- Robust security and integrity
- File and share all business documents in the cloud
- Easily manage high volume
- Supports over 200+ file types
- Integration with existing apps
- Speed up and streamline business processes
- Site consolidation
- Save time, money and resources
- Access anytime, anywhere
- Automated backups
- Compatible with WIA scanners
- Available in Standard and Premium for any size SME





<u>Click here to</u> <u>request demo</u>





Specially designed for Pegasus Opera 3, Opera 3 SQL and Opera 3 SQL SE

For more information please contact kathy@appliedbusiness.co.uk