## Paperless Agency



Go paperless with Axiom Pro® Solutions



## Simplify

Import paper or digital documents. Share information with other information systems. Manage document retention for compliance.



#### Search

Organize records for easy search and retrieval. Share information across resources and departments. Keep track of different versions.



### Secure

Protect documents from unauthorized access with digital security, including user permissions and redaction. Monitor user activity with audit trails.

## Digital content delivered.

Locating physical files stored in file cabinets, file rooms, or warehouses is difficult, time consuming, and expensive. Once physical records are located, manual processes are often labor intensive, inefficient, and prone to error. Going paperless frees up valuable resources and enables more efficient business processes, improved access to information, and increased productivity.

Digitize, organize, and manage digital files with Axiom Pro<sup>®</sup>. From agency programs to agency functions like accounting or HR, eliminating paper can streamline the retrieval, processing, and delivery of information, saving time and money.

- Gain instant access to files anytime, anywhere
- Reduce time to respond to information requests
- Mitigate risk of loss or deterioration of physical files
- Save space and avoid costs related to physical file storage

Transforming the way business is done.

Image API offers cost effective and secure private cloud solutions with simple pricing and speed of delivery.

www.paperlessagency.com





# Work smarter.

At Insight, we'll help you solve challenges and improve performance with Intelligent Technology Solutions™.

Learn more

