

PRODUCT OVERVIEW

The Document Distribution add-on can be integrated with Infor Sunsystems to dramatically improve document flow and security. It's an ideal tool to streamline and automate communication in businesses where time and resources are at a premium.






Using the Document Distribution add-on can result in significant cost savings on stationery, postage, and staff administration. By automating routine communications, it also reduces human error and frees up time for more important tasks. Users can instantly and easily merge information from Infor SunSystems to produce documents that can be sent by email, fax, print, and also archived as PDF files.

For a more professional look, company logos and branding can be added to documents such as letters, statements, invoices, and purchase orders. The use of digital signatures on electronic invoices ensures that the authenticity of the origin and the integrity of the content can be guaranteed.

BUSINESS BENEFITS

- » Streamlining processes - important documents can be automatically sent to the right personnel
- » Creates a more professional image - with company branding on outgoing documents
- » Saves time and money - can use plain paper in place of pre-printed stationery
- » Flexible - allows terms and conditions, or seasonal and promotional messages to be automatically added
- » Intelligent - pre-programmed to fax, email, print or store documents automatically for instant retrieval whenever they are needed
- » Improves document security - can incorporate digital signatures



<p>Digital Signatures</p>  <p>Digitally sign your documents, which certifies its validity and helps protect against identity fraud.</p>	<p>Email</p>  <p>Configure SunSystems to automatically send documents via email. Any attached PDFs can be branded, contain T&Cs and a digital signature</p>	<p>Print</p>  <p>Documents can be sent to multiple printers simultaneously, with each copy having its own logos and branding</p>	<p>Archive</p>  <p>Documents can be stored in multiple locations which can then be retrieved by any number of users</p>	<p>Fax</p>  <p>Documents can be sent from applications to your faxing software</p>
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