



Nova KBM Group

Nova KBM //

Implementation Cloud DMS - InDoc Edge

DMS – reboot of the project

October 2018

No standardized approach

More applications as repository of documents

Full paper process

Paper branch

 **MIKROCOP**
Saved by Mikrocop



BREZSKRBNO → BREZPAPIRNO

**15. MIKROCOP
KONFERENCA**

25. OKTOBER 2018,
KONGRESNI CENTER BRDO

Scope of the Project

Scanning optimization

Document classification

**Document management
system**

Contract register

**Incoming mails and
invoices**

Corporate customers

Retail customers

Physical archive

HR - folder



Objectives

Control creation and authentication of documents

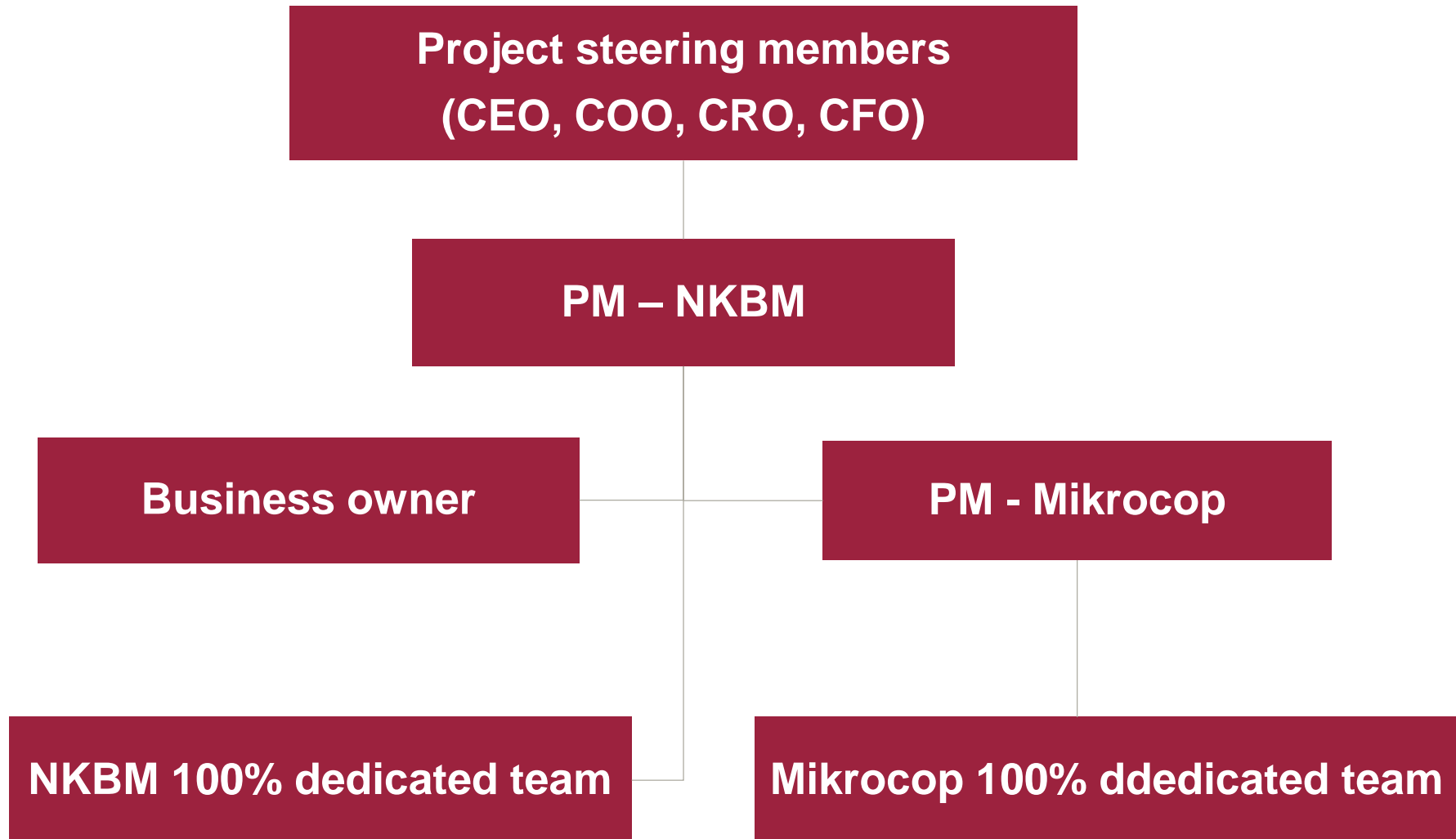
Manage stored documents that facilitates retrieval when needed

Ensure security and safety of documents preventing unauthorized access

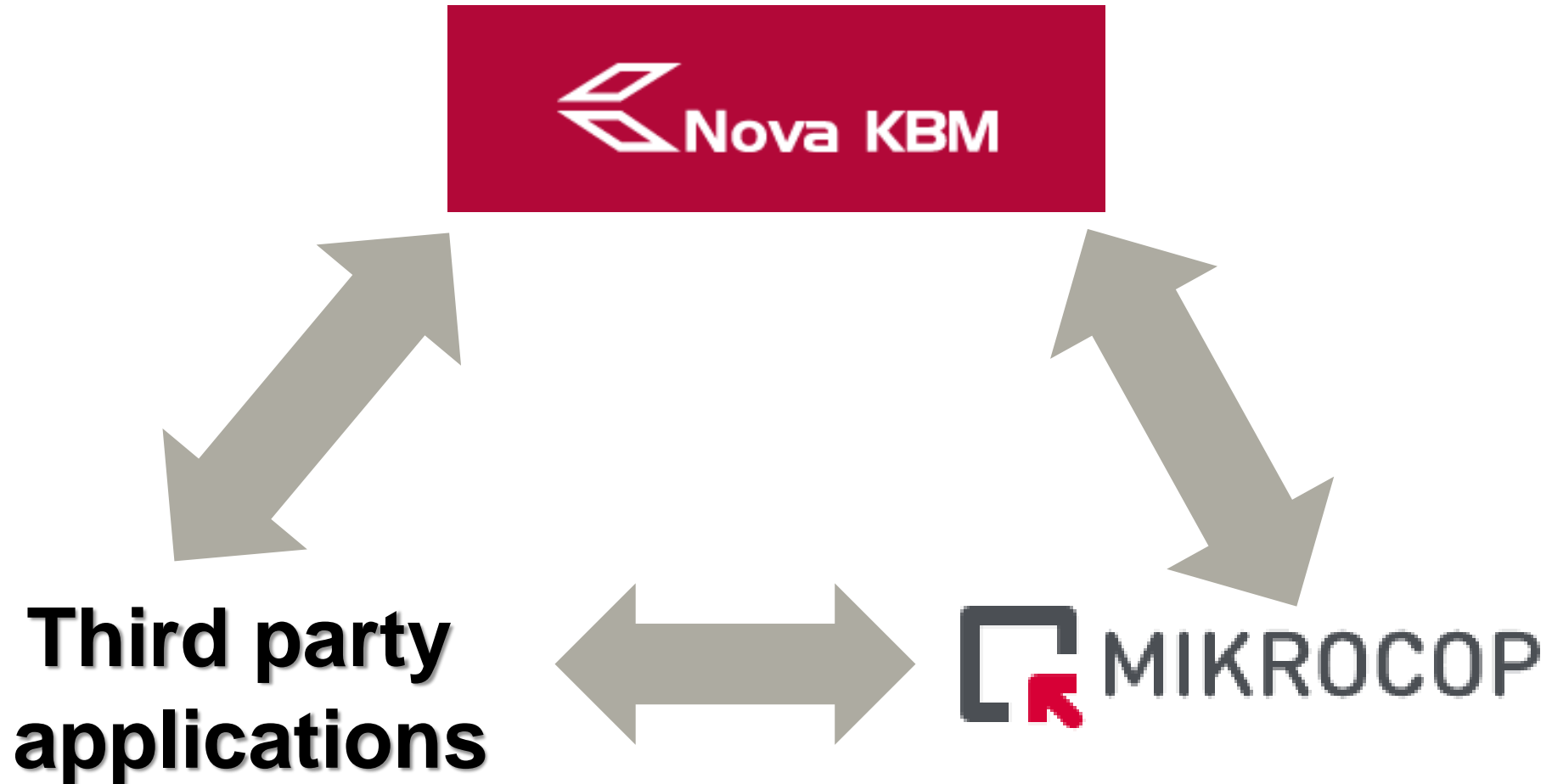
Create the policy for archiving old documents and disposing them at the end of their life cycle

Paperless branch environment

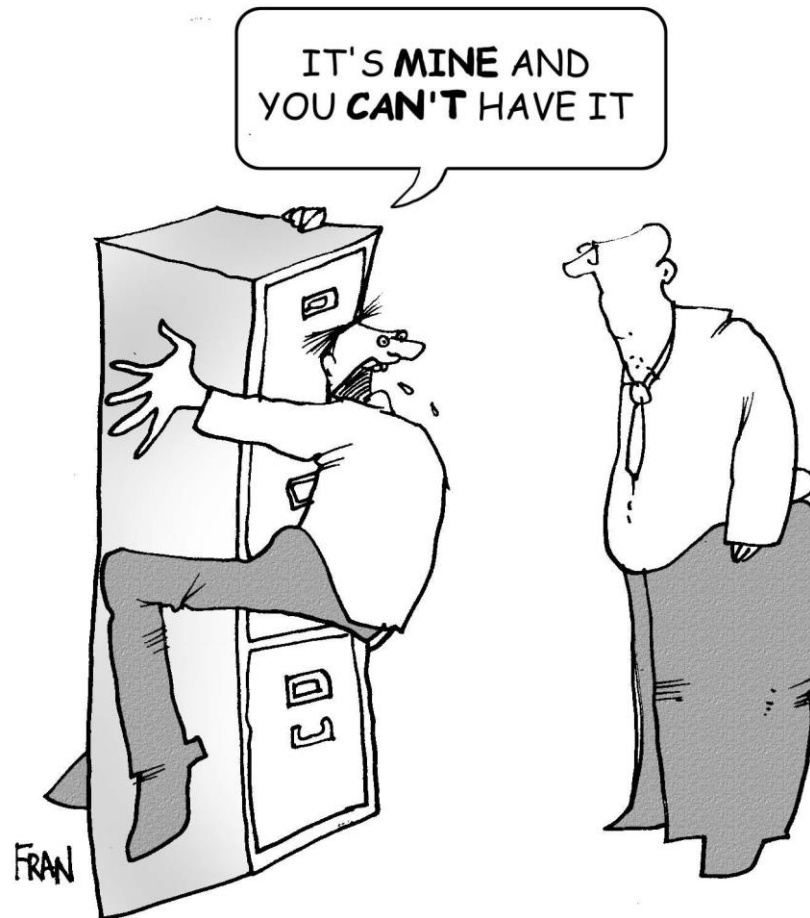
Project team set up



Biggest challenge 1



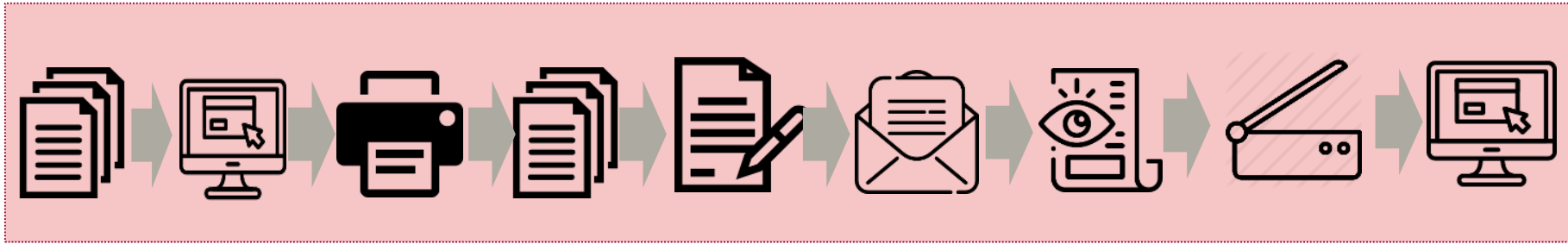
Biggest challenge 2



MORRIS WAS FINDING IT MORE DIFFICULT
THAN MOST TO ADJUST TO THE CONCEPT
OF A 'PAPERLESS' OFFICE

Optimization of the process

Branch process before GO LIVE



- Automatization of processes
- Reduction of costs

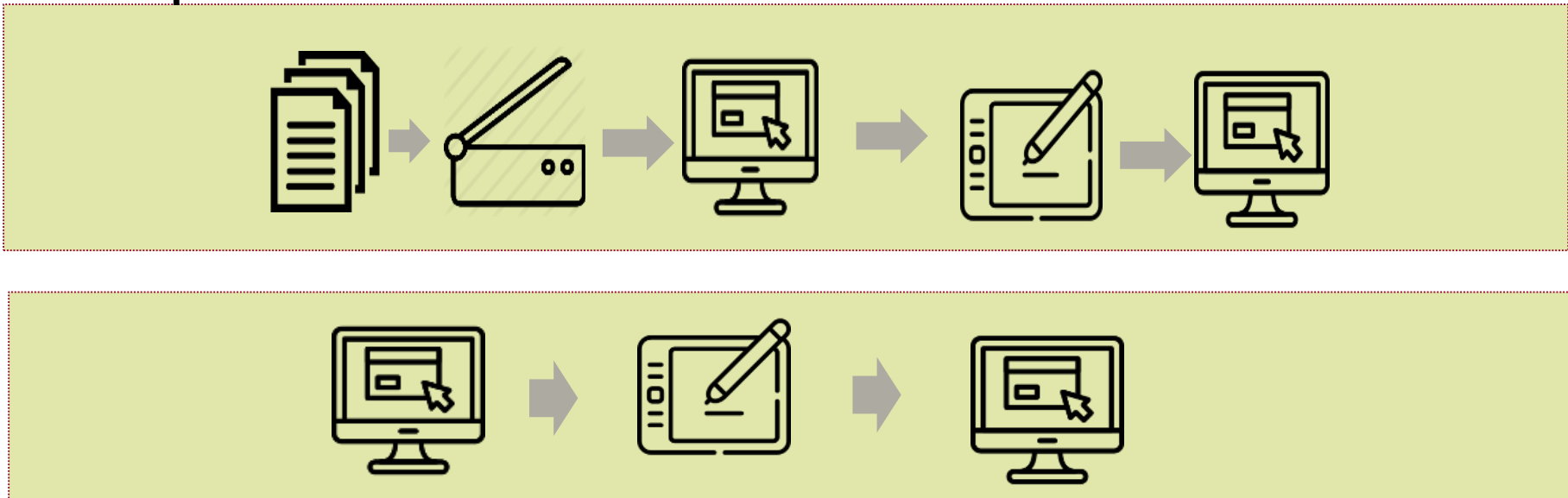




Optimization of the process



Branch process after GO LIVE



PLAN B if no delivery of tablets

Plan B CORE SOURCED documents process:

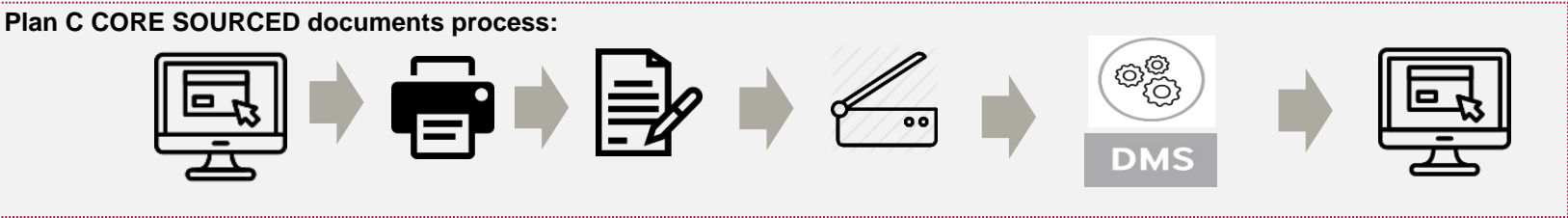


Plan B CLIENT SOURCED DOCUMENTS:



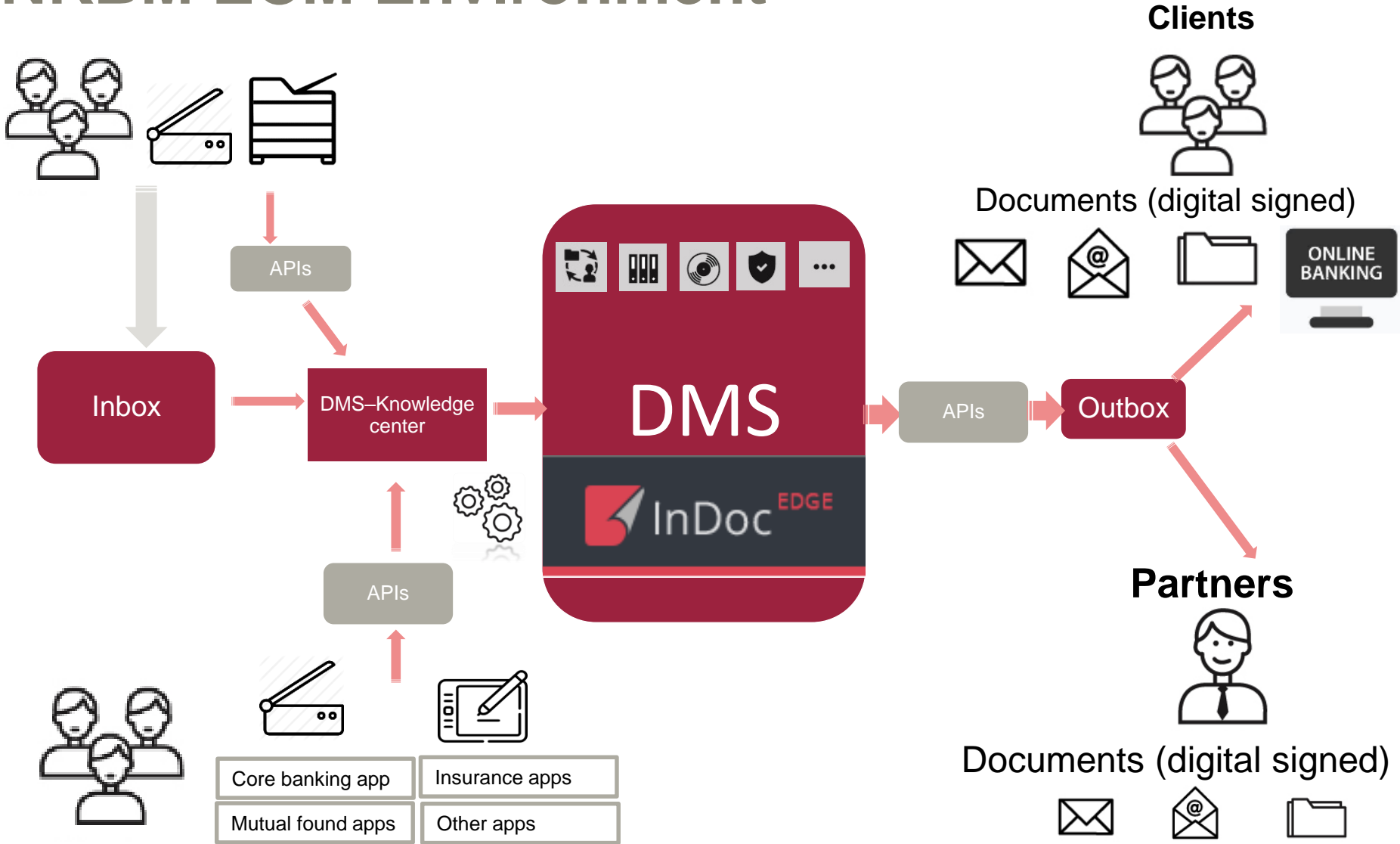


PLAN C if no delivery of tablets and MFDs

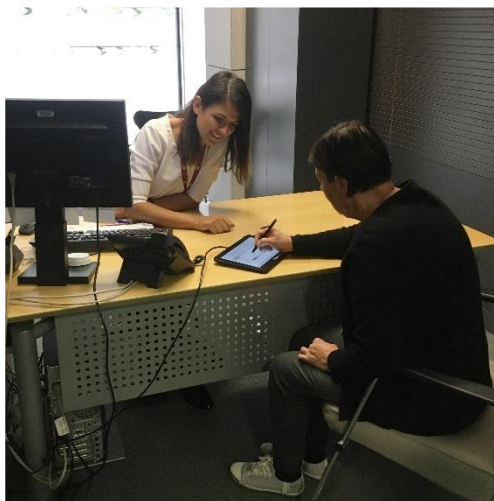




NKBM ECM Environment

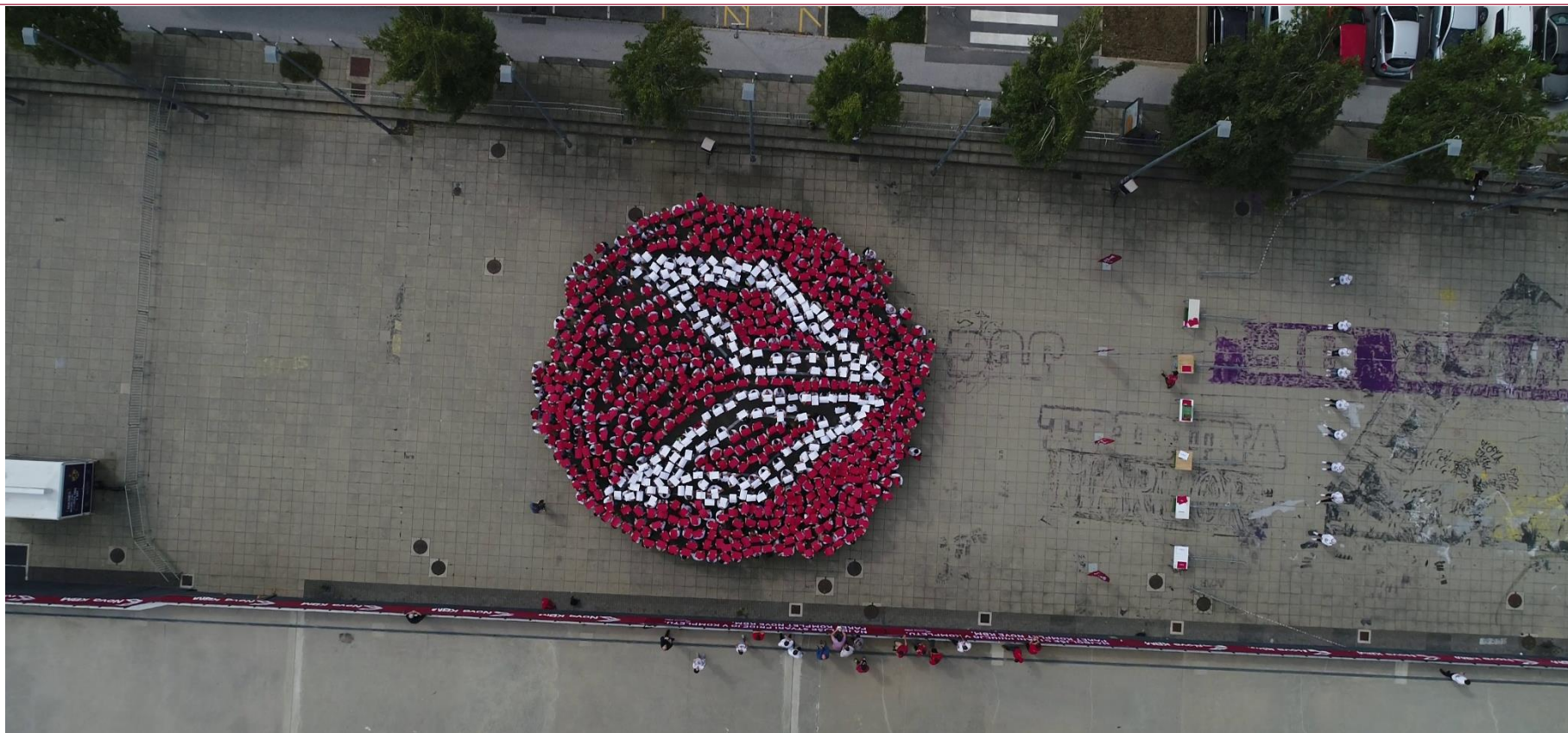


Today we store average:
20 documents per minute, 7500 per day.



Najboljše
šele
pride.





Hvala za vašo pozornost

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Q & A?