

Document Technology

A key success factor in any business process



Benefits by business processes

Today, document technology is, without a doubt, one of the key elements in the different business processes of any company. Therefore, the present document intends to provide **a clear overview of the specific benefits, regarding the amount and type of documentation**, of DocPath's document technology for each of the main business processes:

- **Invoicing**
- **Contracting**
- **Label Generation**
- **Client Communications**
- **Management of delivery notes, Bills of Lading, etc.**



Invoicing:

Separating invoice format from business applications.

- By separating format from applications, invoice designs can be **easily and rapidly modified**, which results in **important cost reductions** and an enhanced corporate image.

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- When customized advertising is added to the body of a transactional document (e.g. an invoice), then this type of communication opens **new business opportunities** and enhances **brand visibility**, among other benefits.

Automatic management and digitization of generated invoices.

- DocPath technology allows clients to generate barcodes (**DataMatrix**) with the data required to **automatically process** digitized invoices.

Increased variety of distribution channels and invoice formats.

- Among the wide variety of supported formats, invoices can be generated in **PDF format with digital signature** and in HTML5 for **online generation** or distribution via email.

Control and management of design forms.

- **Different form versions** (i.e. the different invoice designs) are controlled, to ensure that the correct template is being used for the corresponding invoice at all times.
- **Access and edit permissions** can be restricted by user profile.

Print optimization of monthly processes.

- Generation and organization of **output documents in optimized print formats** –PCL, PS, AFP, etc.– adequately organized for maximum cost reduction.
- Need of **pre-printed paper is eliminated**.
- The same template can be used to **generate different formats**, e.g. for printing and for digitally distributing the same document. It is very common for companies to only need to change an image (such as a logo) or some colors in the same template, for which this feature is very useful.

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Improving client communications.

- The same template can be used to simultaneously generate invoices in **different languages**, with **client-tailored information** or across **different channels** – all dynamically and automatically selected and processed in accordance with each client.

Contracting:

Separating contract formats from business applications.

- Clauses are managed via an agile template format which allows companies to **easily adapt** and use each clause in accordance with the data provided for the final contract.
- **No important efforts or costs** are required when contracts need to be modified, for example, to include signatures or changes to the corporate image.

Digital footprint for generated contracts.

- DocPath's document software generates a barcode (in Data Matrix format) containing all the data required to **automatically identify and process** digitized contracts.

Merging contracts to reduce the number of contract models.

- The form designed with DocPath software automatically generates contracts with the **correct clauses**, in accordance with the client or the purchased product.
- When the number of available contract models is reduced, **maintenance and re-use** of contract designs drastically improves.

Clearer and better customized contracts.

- The same template can be used to simultaneously and dynamically generate contracts in **different languages**, containing just the clauses and the data that correspond to the purchased product.
- When **contracts are clearer** and can be generated dynamically and in different languages, **paper consumption and redundant contents** are drastically reduced.

Label Generation:

Separating label formats from business applications.

- By separating the label format from the **applications involved**, **business applications do not need to be modified** to apply changes in the label design or content.
- **Barcodes** are easily added.

Rapid and easy generation.

- Designs are easily modified and labels can be generated in a variety of formats (**ZPL, EPL, TEC, etc.**), which allows for **faster printing**.
- DocPath software adequately adapts to **logistic environments**, where labels must be printed and distributed at very high rates.
- Ideal for environments in which **products frequently require changes** in their labels. For example, with DocPath software, retailers can rapidly change the prices of their perishable products.

Flexible architecture.

- DocPath software is **easily integrated** into a company's existing infrastructure and allows companies to generate their labels in a centralized or distributed manner.



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Client Communications:

Separating content and format

- By separating content from format, client communications are much more **easily modified**, which reduces inherent development costs and enhances the corporate image.

Multi-channel and multi-language distribution

- The same template can be used to simultaneously generate a **wide variety of communication types** (letters, offers, policies, etc.) in **different languages** and send them in different formats (PDF, HTML5, print formats, etc.) and across **different channels** (email, fax, Internet, Intranet).
- DocPath software allows companies to include **enveloping marks** that will only be added for the correct print channel.

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- When customized advertising is added to your client communication documents, then those documents not only inform, but they also open new business opportunities and enhance your brand visibility, among other benefits.

Management of delivery notes, BOLs, etc.:

Separating format from business applications.

- By separating format from applications, designs of delivery notes, BOLs and similar documents can be **easily and rapidly modified**. This results in important **reductions of development costs** and an **enhanced corporate image**.
- Delivery notes and similar documents can be **easily adjusted** to client needs,

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- When customized advertising is added to delivery notes and similar documents, then those documents not only inform, but they also **open new business opportunities** and enhance your brand visibility, among other benefits.

Automated management and digitization of generated delivery notes and similar documents.

- DocPath technology allows companies to generate barcodes (**DataMatrix**) with the data required to **automatically process** digitized delivery notes and similar documents.

Merging delivery notes to reduce the number of models.

- The form designed with DocPath software automatically generates delivery notes and similar documents with the **information required for each client**.
- When the number of available models is reduced, **maintenance and re-use** of document designs drastically improves.

Multi-channel and multi-language distribution.

- The **same template** can be used to simultaneously generate delivery notes and similar documents in **different languages** and send them in **different formats** (PDF, HTML5, print formats, etc.) and across **different channels** (email, fax, Internet, Intranet).