



TREENO
SOFTWARE

Treeno Enterprise Document Management Overview



The flexibility of the Treeno architecture is truly revolutionary. Treeno EDM deploys up to 75% faster than traditional solutions and can be delivered as a Cloud Computing Software-as-a-Service (SaaS) or a locally hosted in-house solution.



In today's fast-paced work environment, you need to be able to access your organization's critical information quickly, easily, and securely. With such demands, document management and automated business process workflow are more than just competitive advantages—they are essential requirements. Streamlining your document and image capture, storage, and retrieval processes means enhancing your organizational workflow efficiency and reducing operational costs. The result is less time spent searching for documents and files and more time invested in doing what you do best.

To learn more about Treeno, call us today at 1-800-540-1123, email info@edcbizsolutions.com.

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www.edcbizsolutions.com
COMMAND YOUR CONTENT



Discover the Power of Treno Enterprise Document Management (EDM)

Treno Enterprise Document Management is an easy-to-use yet highly robust browser-based system for accessing, managing, and sharing critical documents and images across a broad range of organizational functions, departments, and locations. With great efficiency, your organization can capture, organize, and share any type of digital or scanned document within a secure, central repository. System deployment is effortless, document retrieval is instant, integration with existing applications is seamless, and the Treno system can scale to support from one to as many users as your organization requires. Treno offers solutions to fit the specific needs of organizations across a wide variety of industries, including engineering, automotive, insurance, legal, financial, real estate, education, healthcare, manufacturing, and municipality.

Command Your Content and Transform Your Organization

Deploying and operating an enterprise document and workflow management system should be simple and effortless. Integration should be intuitive for your employees and transparent to your customers. Treno EDM's robust feature set, in conjunction with integrated collaboration and business process management capabilities, enables your organization to improve operational efficiency and productivity without changing the way you do business. Our advanced open standards architecture and customer-focused philosophy provides your employees with 24/7 access to content in a familiar user environment that requires minimal training.

| Invoice Number | Vendor Name | Date | | |
|----------------|------------------------|------------|------------------|-------------|
| 289376 | White Company | 2-1-2012 | Start Workflow | Edit Delete |
| 456738 | Grafton Inc | 1-30-2012 | Start Workflow | Edit Delete |
| 0987890 | York Distributors Corp | 1-18-2012 | Start Workflow | Edit Delete |
| 559887 | Strafford, Inc. | 1-17-2012 | Start Workflow | Edit Delete |
| 555777 | York Distributors Corp | 01-17-2012 | Start Workflow | Edit Delete |
| 3456227 | Canroll Inc. | 10-27-2011 | Process Workflow | Edit Delete |
| 123456 | York Distributors Corp | 11-12-2011 | Process Workflow | Edit Delete |

| Thumbnail | File Name | Creator | Creation Date | Size |
|-----------|---------------------------|---------|---------------------|------|
| | BILL OF LADING.pdf | tom | 2/1/2012 2:26:22 PM | 54KB |
| | Purchase Order.pdf | tom | 2/1/2012 2:26:22 PM | 56KB |
| | YDC Invoice 1-17-2012.pdf | tom | 2/1/2012 2:25:50 PM | 62KB |

The Treno Content Center has a simple, intuitive user interface for easy indexing, retrieval, and workflow. The result is fast user adoption and measurable rapid return on your investment.

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Choose a Flexible Deployment Method

The flexibility of the Treeno architecture is truly revolutionary. Treeno EDM deploys up to 75% faster than traditional solutions and can be delivered as a Cloud Computing Software-as-a-Service (SaaS) or a locally hosted in-house solution. Both deployment methods are highly secure.

Simplify User Adoption

The simplicity of the Treeno Content Center user interface makes for an easy organization-wide user adoption. Treeno EDM is based on the familiar file-tree model that includes cabinets, folders, sub-folders, and files to organize documents, making it easy to find exactly what you need, when you need it.

Mitigate Corporate Risk and Simplify Regulatory Compliance

Treeno EDM helps you to reduce the risks and lower the costs associated with regulatory compliance and corporate mandates related to the Gramm Leach Bliley Act, HIPAA privacy rules, ISO certification, SEC 17a4, The Paperwork Elimination Act, the Sarbanes-Oxley Act, and JCAHO.

Share and Organize within a Single Repository

Organizations around the globe rely on Treeno to address their most demanding document, content, and business process management requirements. Your employees, partners, and customers can access, store, and manage millions of files in an organized hierarchical structure with great ease and security. Version control, indexing, and audit trail functions ensure document accuracy and regulatory compliance while powerful search capabilities allow users to instantly access critical information with the click of a button.

Increase Productivity and Decrease Costs

Treeno improves your business and bolsters your bottom line by empowering you to:

- Improve customer service
- Access documents instantly at any location, anytime
- Increase operational efficiency
- Reduce the demand for physical document storage space
- Simplify regulatory compliance
- Eliminate costs associated with lost files and document shipping



How Green Are You?

A comprehensive EDM system can be a central component to your organization's green initiatives and save reams of paper. Treeno saved one small company a pallet of paper per month. That's 200,000 pieces of paper. It takes one tree to make 100,000 sheets of paper. How many trees will you save this month? This year?

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Treeno Enterprise Document Management Features

Capture and Imaging □ Paper documents are easily scanned, indexed, stored, and managed electronically in real time, simplifying the retrieval process. Treeno works with any manufacturer's scanning hardware.

Effortless Indexing □ Powerful indexing capabilities allow for high volume processing of any document or file type. Users can quickly capture, store, and organize business information in folders while gaining instant access to any document, folder, or object within the repository.

Quick and Easy Access □ No more searching through filing cabinets, boxes, or nested files on your computer or shared server. You can retrieve images, files, data, and text with a simple query and then sort results by any index field and arrange result columns in any order.

Application Integration □ Document management without business application integration is an incomplete solution. Treeno seamlessly integrates with your existing applications, giving you the most return on your investment.

Integrated Workflow □ Treeno automatically maps your business processes to an always-available document management server. Process automation is streamlined and the data entry process is simplified. Includes email notification and Web portal access for sharing with remote users.

Optical Character Recognition (OCR) □ Rapidly convert scanned documents into editable text and/or XML for text searches.

Audit Trails and Security □ Comprehensive audit trail capabilities include task date/ time stamp, task originator, task description, and related document activities such as document versioning and check in/checkout tracking.

Secure Repository □ Treeno utilizes the most advanced technologies available to provide a repository that ensures data integrity and security. In addition to native security and auditing capabilities, Treeno separates index values and files into unique encrypted areas, rendering information unusable if accessed by an unauthorized source.

Take the Next Step

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About Treeno Software

Established in 2002, Treeno Software is a leader in the Enterprise Document Management (EDM) industry. Treeno Software was one of the industry's first to embrace cloud computing with the Treeno EDM Cloud (SaaS) and to provide web-based solutions offering secure global mobile access. Treeno Software's mission is to provide their customers with operational workflow efficiencies and measureable return on investment (ROI) through the fast installation and implementation of their fully secure, highly reliable, and easy-to-use, web-based Enterprise Document Management (EDM) Software Solution.

