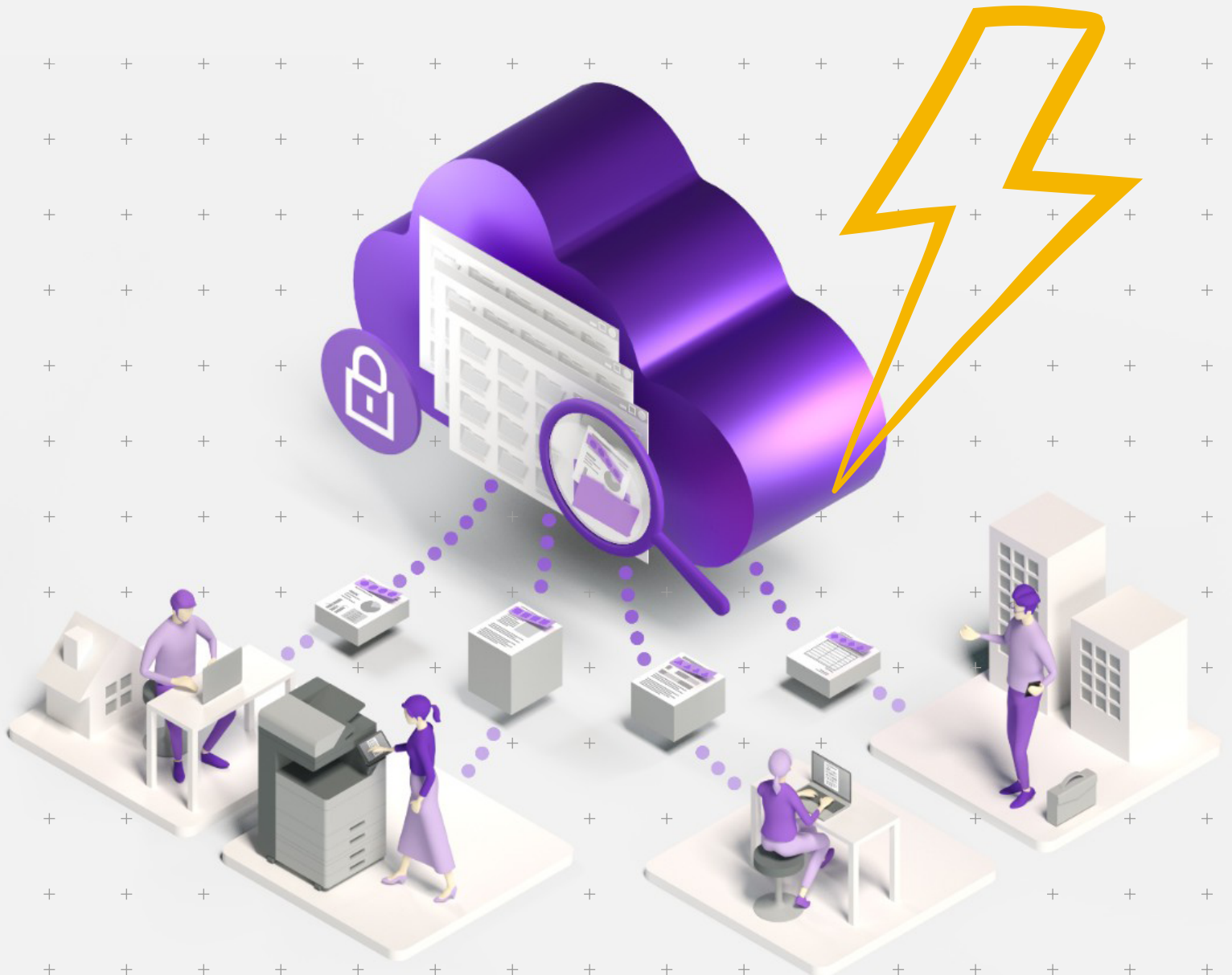# The smart solution for every document.

Kyocera Cloud Information Manager provides secure access and control over documents in the cloud for maximum efficiency.

In the environment of hybrid working, **Kyocera Cloud Information Manager (KCIM)** can enable your business to improve flexibility and performance by allowing full control over your documents. This Software as a Service (SaaS) platform facilitates the storage and management of all your digital documents in a secure online archive.

Business challenges

Remote Working - My employees are hybrid workers who operate across a variety of locations. However, my business lacks the IT infrastructure that would enable them to access their files securely and easily.

Security - I am concerned about the security of my confidential documents, so I want to make sure they are safe, secure, and not available to anyone else.

Finding Documents - There is no control over how the documents are stored, and we cannot track who has the latest version. This makes it challenging and time consuming to find the correct or the latest document.

Controlled Document Access - I want to manage document access remotely so that I can configure which users have permission to view, edit and delete.

Kyocera Cloud Information Manager

Cloud Based Solution - KCIM provides businesses secure access to their documents through a web browser or the KCIM mobile app, providing full document access and the ability to upload and process files from anywhere.

Enhanced Security - The KCIM platform stores documents in an encrypted cloud server, where users with the right credentials are granted access to only their documents.

Easy Store and Find - The KCIM platform "one click indexing" feature simplifies the labeling of documents and highlighting of key words. This ensures documents are found quickly and efficiently.

User Permissions - KCIM provides a highly secure document management platform that allows administrators to manage access by document class.

Features & Specifications

The KCIM platform supports various types of digital documents; thanks to the intuitive and easy to use functions of the web browser interface, the uploading and finding of documents is a fast, secure and simple process.

Unlimited User Access - Reduce your operational costs with unlimited user access.

Simple Keyword Tagging - Easily organize and label documents with keyword tagging.

Various Upload Options - Send documents to the platform from the web browser, scan from your MFP device or even upload from the KCIM mobile app.

Data Extraction - Have thousands of documents, in seconds at your fingertips, that can be accessed to increase productivity and efficiency.

Controlled Document Access - Grant access to specific documents (e.g. personal, financial or contracts) per user or per department.

Platform Security - Upload and store documents securely while ensuring that only authorized users have access to the information.

Data Validation - Allow authorized users to validate the quality of data entered into the platform.

Document & Data Search - Quickly find the latest version of your documents archived on the platform.

Customer Portal - KCIM is accessible on multiple supported browsers: Edge 92 or later, Chrome 70 or later, Safari 14 or later.

Mobile Accessibility - Users can access and process documents using the KCIM mobile app that is available on iOS v14 or later and Android v6 or later.

Automated Processes - KCIM's optional ScannerVision for Advanced Capture enables users to automate the process from the MFP.

Advanced Encryption - KCIM uses AES256, the security level employed by the U.S. government to protect classified data, to encrypt your files.

One of the hallmarks of KCIM is outstanding security. While an unlimited number of professionals can access KCIM, users can control access to their documents, keeping them secure from prying eyes. Moreover, KCIM's platform offers powerful security for the anywhere worker with the mobile app, increasing productivity for businesses. However, outstanding security does not end there; the encrypted platform stops hackers in their tracks.

KCIM is a ready-made solution for scalability. The software grows when your business does. So, it's never been easier to plan for the future because users and documents can be increased in the blink of an eye.

KCIM tightens security and boosts productivity while helping organizations cut costs. Get your business ready for its digital transformation and rise above the competition.

Kyocera Document Solutions has championed innovative technology since 1934. We enable our customers to turn information into knowledge, excel at learning and surpass others. With professional expertise and a culture of empathetic partnership, we help organisations put knowledge to work to drive change.

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