M-Files

Solving the Knowledge Work Challenge

For businesses that rely on knowledge workers, productivity and employee experience are critically important to growth and profitability - particularly in times of economic uncertainty. Although many companies have reaped the rewards of transforming other parts of their businesses, how knowledge workers handle information remains frustratingly manual. Solving the knowledge work challenge helps you retain top talent, make knowledge work more productive, and can drive significant business outcomes.

CHALLENGE 1

TRYING TO FIND THE RIGHT INFORMATION CREATES FRUSTRATION AND WASTE

- Saving documents involves decisions on file naming, versions, folder locations and access rights.
- Companies also have multiple systems for documents, adding another layer of complexity.
- As a result, knowledge workers waste hours every day trying to find the right information.

DO YOU KNOW:
Does anyone ever complain about finding information?

CHALLENGE 2

SLOW AND ERROR PRONE MANUAL PROCESSES HINDER BUSINESS PERFORMANCE

- Most processes from document creation to collaboration and approval are manual.
- People re-invent the wheel; balls get dropped and overall performance is hindered.
- Interacting with customers and other external stakeholders is cumbersome.

DO YOU KNOW:
Do people feel there's too much bureaucracy and manual work?

CHALLENGE 3

SECURITY AND COMPLIANCE MEASURES RELY TOO HEAVILY ON INDIVIDUAL DILIGENCE

- Document access and sharing rules are applied manually by individuals.
- Compliance controls are based on manually following procedures and checklists.
- Audit trails breakdown when crossing system or organizational boundaries.

DO YOU KNOW:
Do you ever get nervous when an audit is getting closer?

SOLUTION 1

ELIMINATE INFORMATION CHAOS WITH THE AUTOMATED ORGANIZATION OF DOCUMENTS.

- Make document filing easy by automating the decisions on naming, context, and access.
- Unify visibility and access to enterprise data by connecting to other repositories and systems.
- Enterprise search and contextual views help knowledge workers instantly find what they need.

SOLUTION 2

IMPROVE PROCESS EFFICIENCY AND ACCURACY WITH AUTOMATED WORKFLOWS.

- Automate end-to-end document workflows to increase productivity.
- Use templates, assignments, and notifications to assist and guide knowledge workers.
- Integrate external collaboration as a natural part of your workflows.

SOLUTION 3

REDUCE BUSINESS RISK WITH AUTOMATED SECURITY AND COMPLIANCE.

- Automate permissions based on document type, client, project, or any other business criteria.
- Include compliance controls as part of daily workflows with automated audit trails.
- Retain documents in the central access control, regardless of where they are being used from.

M-FILES: THE LEADING KNOWLEDGE WORK AUTOMATION PLATFORM

With the M-Files platform, knowledge workers can find information faster, work smarter, and achieve more. M-Files features an innovative metadata-driven architecture, embedded workflow engine, and advanced artificial intelligence. This enables customers to eliminate information chaos, improve process efficiency, and automate security and compliance.

294%	70%	65%	50%
return on investment (ROI)	more efficient workflows	faster filing of documents	improvement in searching for information

Source: The Total Economic Impact™ of M-Files, a commissioned study conducted by Forrester Consulting on behalf of M-Files in August 2023

SCHEDULE A DEMO
and discover how M-Files can transform your knowledge work.

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We offer intelligent information management software and document management consulting services
that improve efficiency, allowing your business to run smoothly.

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