

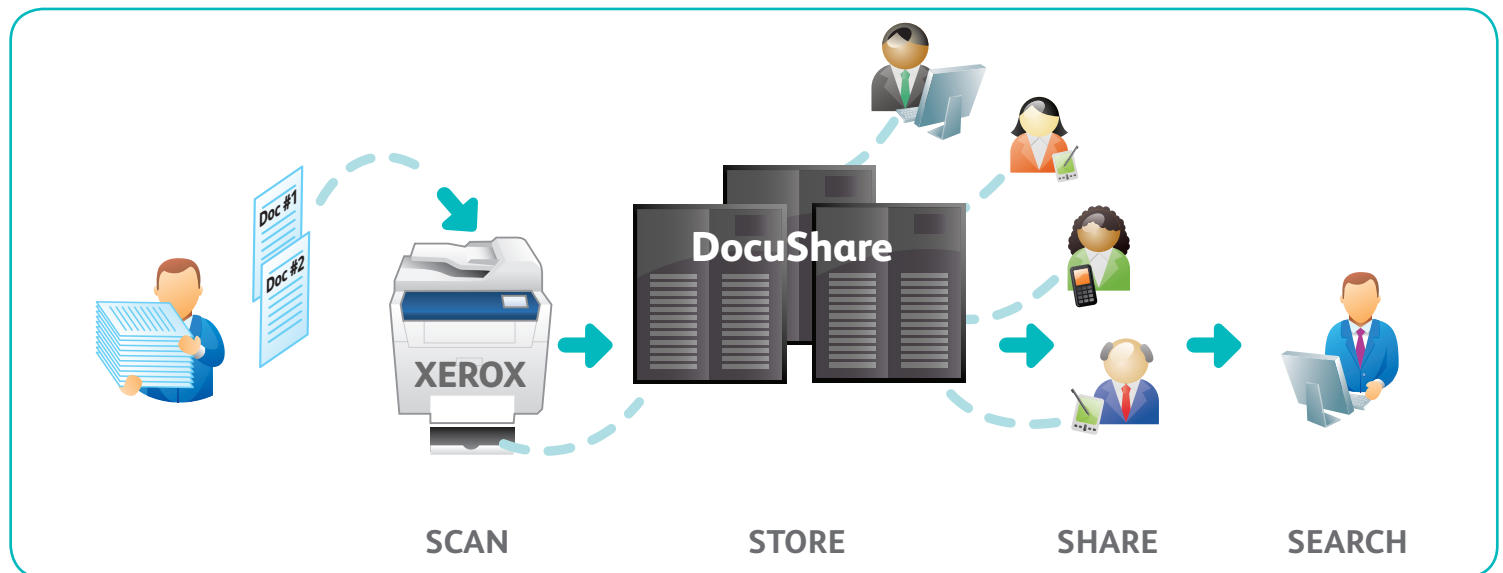
# Xerox DocuShare® Express

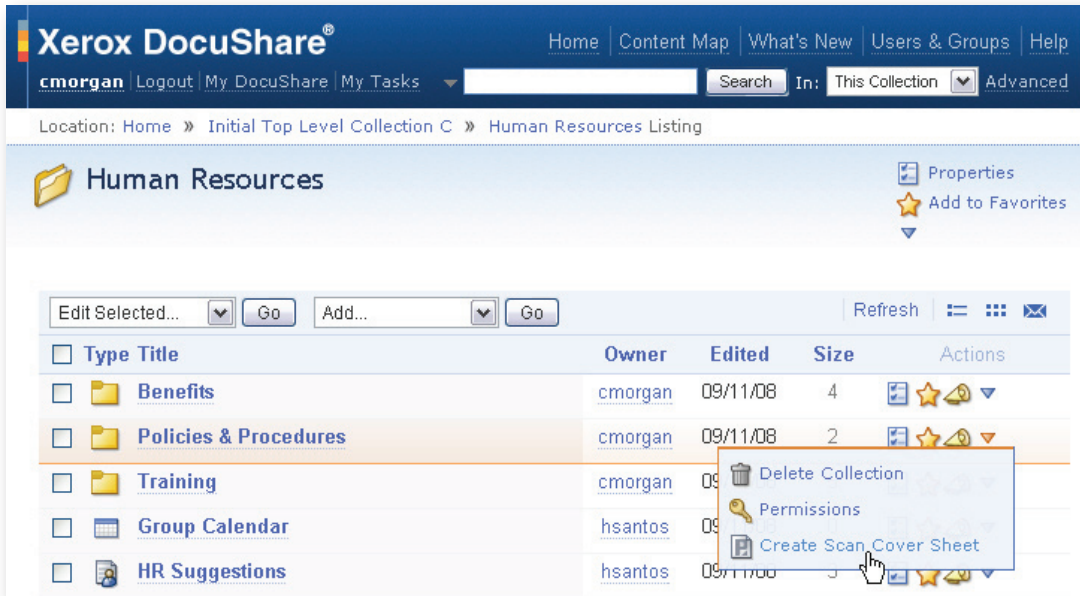
## Scan, Store, Share, and Search Paper and Digital Content

DocuShare Express brings proven, award-winning paper and digital content management capabilities to Small and Medium Sized Businesses (SMBs) and departments of large organizations at a very affordable price.

DocuShare Express is easy to install and easy to maintain. Teams are up and running in minutes, and it's so intuitive, little training is needed. DocuShare Express is so simple to deploy and use, little IT support is required. Quickly and easily manage your document-driven content and processes without missing a beat in your business operations.

- **Scan:** Move toward a paperless office by scanning your paper-based documents into one centralized content repository. DocuShare's scan cover sheets send documents into specific folders to instantly organize, archive, and use your paper-to-digital content.
- **Store:** Back up your documents to protect them against accidental loss, including natural disasters or other business interruptions.
- **Share:** All team members can get the most current version of a document at any time, which speeds efficiency and supports compliance. Every worker has secure, 24/7 access to the information they need, whether they work across the hall or across the globe.
- **Search:** DocuShare Express automatically indexes documents for easy search and retrieval. When everyone can find what they need in a matter of seconds, paper-based file cabinets become obsolete.





With DocuShare you can create scan cover sheets that easily let you identify a specific location and document search details, enabling you to send your documents directly to a specific folder. This saves time, keeps you organized, and enables fast searches with easy access to your digital content .

## Easy to Manage and Control

Users can control permissions and access to documents and other content that they own or manage. Multiple user access levels and password management rules enable complete security.

## Extraordinary Value

It's easy to upgrade to DocuShare and DocuShare CPX to get more sophisticated workflows / process automation and added performance as your organization grows.

## DocuShare Express Support and Service:

DocuShare's global support organization provides 24/7 phone and email support\* to help keep your DocuShare system operating most effectively.

## Want to learn more?

For more information on how DocuShare Express can bring greater efficiency and productivity to your organization, please visit [docushare.xerox.com](http://docushare.xerox.com) or call 1-800-ASK-XEROX (US and Canada Only).

## Consistent Industry Recognition

DocuShare continues to lead the industry in ease of use, administration, acquisition, and deployment as noted in the recent Buyers Lab "Spring Pick" 2008 award):

"Flexible solution well suited to organizations of all sizes"  
--Buyers Lab



## Xerox wins BERTL's Best 2008 award for Best ECM Scalable from SMB to Enterprise

DocuShare was recognized as a "BERTL's Best" in the Workflow Solutions and Innovation division



\*Support after standard business hours in English only.