



**Are you ready for a business
optimisation revolution?**



[kyoceradocumentsolutions.com.au](https://www.kyoceradocumentsolutions.com.au)

Find targeted solutions to your most pressing challenges

Are you grappling with inefficiencies, rising costs or staff turnover? Or simply struggling to keep pace with technological advancements? In the business world, the solution to these challenges is not always clear.

We're here to help you transform your challenges into opportunities with our business optimisation revolution.

Simply select an area of your business to optimise and we'll help you find solutions that put your knowledge to work. Whether it's streamlining operations, enhancing security, or maximising the impact of your team.

Not sure where to start? We can pick a business focus area for you.



Hybrid Workforces



Digital document management

Facilitate seamless access, secure sharing and remote collaboration with digital document management.

Offering a centralised repository of information, an ECM or content services platform allows your employees to access the data they need anywhere and anytime – without compromising security.



Cloud print and scan

Maximise the flexibility and security of your document environment with our native cloud printing and scanning technology. Kyocera Cloud Print & Scan (KCPS) provides a single interface for users to securely print or scan from their chosen device.

Plus, with print release technology, you don't have to worry about sensitive documents sitting in printer out-trays or printed to the wrong device. Instead, documents are only released for printing when their owner arrives at the device.



Managed ICT

Improve collaboration and flexibility within your hybrid workforce with a customised managed ICT solution.

From unified communication tools that facilitate teamwork to cloud solutions for secure accessibility, there are numerous ways to help your people connect, engage and thrive – no matter their location.

With managed ICT services, you get the benefit of a team of experts, plus the ability to use your budget more strategically and judiciously.

Data Security



Secure print and document management

Get more visibility, protection and control over your data and documents than ever before.

Many businesses forget to think about their printers when reviewing security. However, the printer can be a backdoor to your document environment. Book a security assessment with a print and document environment expert to check for vulnerabilities. Plus, you'll learn about the best security features, such as encrypted print data, document access levels, automated back-ups and usage monitoring.



Cybersecurity packages

Address your most critical risk areas and safeguard your valuable business assets with set security packages from Huon IT, a Kyocera Group Company.

Our team of experts will identify your requirements and design a practical approach to stay protected.

Experience robust security measures, maintain compliance, effectively educate staff and stay up-to-date with the latest cybersecurity developments.



Security as a service

Protect your business from current and emerging cyber threats with ongoing security-as-a-service.

Security is not a set-and-forget activity. You need a team who will be constantly reviewing your networks, devices and processes to ensure they meet the latest security standards. At Kyocera, we offer a range of comprehensive security services that help you build IT resilience and protect your assets.

Sustainability



Paperless / paper-lite office strategy

Reducing your paper usage can significantly reduce your carbon footprint.

While it's not possible for every company to go entirely paperless, even a paper-lite solution can minimise waste and lower demand for paper production. Plus, you'll likely see new efficiencies that come with digital solutions.



Eco-friendly devices

Contribute to a greener future with eco-friendly hardware solutions.

Kyocera printers are designed with the planet and people in mind. From reduced energy consumption to recyclable parts and long-lasting consumables, we've tried to minimise their impact on the environment and your bottom line.



Sustainable business partners

Reduce your environmental impact by choosing business partners who have the same values as you.

At Kyocera, we have a proven track record when it comes to sustainability. Whether it's our products or our business strategy, we're committed to sustainability. Find out how we can work together to create a better future.

Productivity and Efficiency



Digital document management

Collaborate and access information from anywhere. Transition to digital document management so you can quickly and easily create, store, organise, retrieve and collaborate on your data.

An ECM, content services platform or other cloud solution will help you manage business information the smarter way.



Workflow automation

Delays, errors and double-handling — these are all characteristic of manual workflows. Not to mention that it's difficult to track the status of tasks and ensure consistency and accuracy.

Workflow automation takes the pain out of your day by streamlining tasks and approval workflows. And it does it all in a fraction of the time!



Platform integration

Do you have a number of siloed and disconnected solutions? An effective Integration Platform can help. Improve efficiencies and performance while streamlining operations.

Let an integration platform provide you with the tools needed to connect systems, applications and data across your environment for fast decision-making.

Staffing



Automated Accounts Department

Free up your team's time with an automated accounts payable solution.

Scan information directly into your ERP system, cross-check it against your current data and push approved invoices automatically through to payment. This speed and accuracy can result in literally thousands of staff hours saved per year. In fact, we helped one customer reduce invoice processing time by 84%



Workflow automation

Don't waste your staff's talents or time on routine admin tasks. Many of these can be automated with Robotic Process Automation (RPA) or Business Process Automation (BPA).

With repetitive tasks taken care of, your staff will have the time to focus on high-value work that contributes to your business growth goals instead.



Managed ICT services

Need to supplement the skills in your internal team? Managed ICT services provide a cost-effective way to gain access to a team of experts to help you achieve your goals.

Whether it's improving document security, managing a system migration project or another strategic ICT initiative, managed services allow you to hire specialised skillsets when you need them, instead of needing to form your own IT team.

Cost Efficiency & Budgeting



Digital archiving

Digital archiving allows you to reduce your office space and optimise your budget without compromising on security.

Instead of keeping an on-site filing room, you can put any documents you're legally required to keep in long-term storage, while still maintaining access to the information online. In fact, modern digital archiving solutions provide fast, seamless retrieval of your files anytime, anywhere. You'll get cost savings AND improved operational efficiency.



Print management services

Don't let operational expenses sneak up on you. There are plenty of ways to optimise your print environment to reduce costs.

Print management software can provide full visibility of your print environment, as well as the status of consumables like paper and ink.

Or partner with a Managed Print Service (MPS) provider to let the experts help you find ways to save. With our unique billing options, we helped one of our customers cut total colour printing costs by 50%.



Automated accounts payable

Are inefficiencies in your accounts payable department costing your business valuable dollars?

An invoice automation system can manage everything from the receipt of invoices to supplier statement reconciliations. Not only will you get paid faster, but with the improvements in speed and accuracy, you can lower your invoicing costs by as much as 30%. You might even be able to redirect accounting staff to focus on other high-value tasks contributing to business growth and health.

Document Management



Enterprise Resource Planning

Rapidly access the information you need to plan and adapt.

With smart document management, you can integrate and centralise your data into one system. This means you can easily and quickly manage all your stored information about customers, suppliers, employees and other key data. Not only does this enable better data quality and collaboration, but it also improves security compared to physical documents or unsecured servers.



Digital archiving

Effectively manage the entire document lifecycle with a digital archiving solution. With file version control, access limitations, and intuitive indexation and search, you can decrease your reliance on physical files and increase efficiency.

Digital archiving also provides a fully auditable system that ensures your documents are handled securely and in compliance with industry regulations.



Cloud print and scan

No more documents sitting in email inboxes or on unsecured servers. Kyocera's Cloud Print & Scan (KCPS) allows you to securely save documents to your cloud environment from your multifunction printer. No extra steps needed – just scan straight to your secure destination.

Plus, with print release technology, KCPS also ensures that sensitive documents aren't left sitting in printer out-trays or printed to the wrong device. Instead, documents are only released to the printer when their owner reaches the device, providing another layer of security.

Accounting



Automated accounts department

Process invoices manually takes time and often involves lots of errors and double-handling.

Automated invoicing eliminates bottlenecks, ensures timely approvals, increases accuracy and improves the overall efficiency of your invoicing processes. Not only will you get paid faster, but you can also reduce invoice processing time by up to 84% and your associated costs by 30%.



KESTO - Kyocera Enhanced Scan to Oracle

Remove a whole day's accounting work with KESTO - a Kyocera innovation.

This custom healthcare technology recognises and processes invoices and payment requests, extracting the relevant data and verifying it with Oracle, before inputting it into your system.



Intelligent capture

Save on your accounting resources that matter most: time and money.

Experience ultimate accounting efficiency with intelligent capture solutions. This software automatically extracts relevant data from invoices, such as vendor details, costs and line items, before inputting it into your accounting system. This eliminates the need for manual data entry, reducing errors and processing time.



Ready to optimise your business for success?

Scroll to the bottom of the page and book a meeting with the Kyocera team.

Book a meeting



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