

# TRANSFORM MANUAL PROCESSES

## AUTOMATION

As part of a recent survey\*, we asked Australian businesses which of their document-based business processes would benefit the most from automating manual business tasks and what benefits they wanted to achieve. Increased productivity and cost savings were not surprisingly the only focus of most business. Nearly 80 percent cited increased employee engagement as a clear outcome.

### Benefits businesses want to achieve through transforming document heavy processes

89%

More accurate information for improved decision making

86%

Increased speed to market

84%

Reduced human error

78%

Reduced cost

77%

Competitive advantage in the market

77%

Increased employee engagement

### Areas where businesses find automated workflows most critical

Accounts payable



79%

Accounts receivable



68%

Admin and operations



68%

Customer service and engagement



65%

### Work smarter by automating your data entry

Data entry and document editing are the admin tasks performed most often by your workers. By automating these processes you'll free your employees to get on with their more important work. Jobs take a fraction of the time they used to and there is no risk of human error. Information can be easily loaded into your back-end systems like Sharepoint, Therefore, MYOB and SAP. You'll be adding real value to your businesses, and your bottom line.

**Canon**

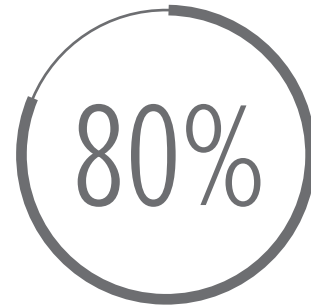
Call 1300 363 442 or visit  
[canon.com.au/transform](http://canon.com.au/transform)  
Follow us on Twitter @CanonBusinessAU

*achieve more.*

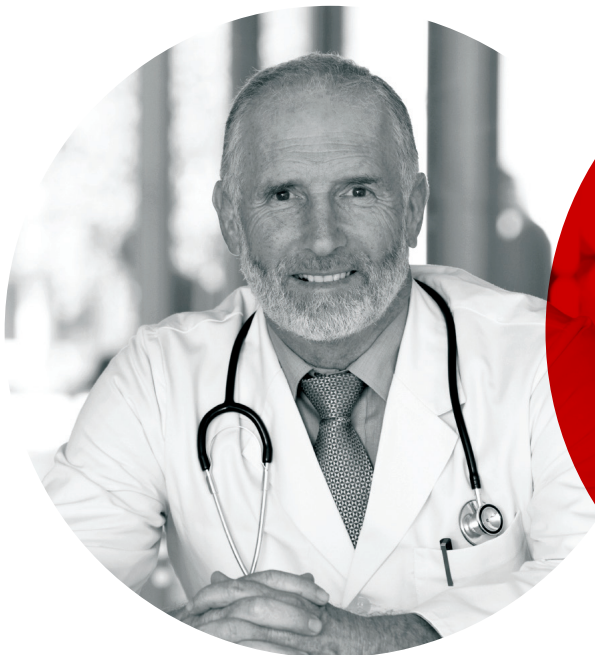
Data entry, followed by document editing are the admin tasks performed most often by your workers. Automating these processes will free up your employees to do more important work.

## Transform the way you automate information across your business

Canon solutions connect your internal businesses systems to create highly productive, cost-effective ways of optimising and streamlining your processes to revolutionise the way you work. Design your Canon solution to work around your unique business needs, automating your processes based on rules or goals set by you to better optimise approvals, integrate systems and reduce risk. Documents are captured once and automatically made available to all in a clear and controlled workflow right through to storage. It's always easy to see who is doing what and when for quick resolution of processes.



80% of businesses wish to automate their processes to reduce human error from manual data entry\*



“Canon solution recognises and processes more than 80% of our purchase orders, with the balance immediately being flagged in red as requiring special attention by the operators, and that’s a fantastic result.”

**Jithendra Nair**, Director of IT,  
Asia Pacific, Cook Medical

## Automated data entry – smarter working

You'll soon grow to love these clever data entry tools. Automatically convert a PDF to Word, eliminating the need for retyping. Convert image files (such as scanned documents and text-unrecognised PDFs) to searchable and editable text documents, compress them 50 x smaller without compromising their quality, and then connect them to the cloud to store and share.

\*IDC-Canon Digital Transformation Study, March 2016, 100-999 employee size, n=170.

**Canon**

Call 1300 363 442 or visit  
[canon.com.au/transform](http://canon.com.au/transform)  
Follow us on Twitter @CanonBusinessAU

*achieve more.*