

Brochure

# Information mastery, instantly

HP Flow CM Enterprise solutions  
for managing information  
throughout your business



## Put your information to work

We are witnessing an explosion of valuable customer and market information—but most of it is unstructured and difficult to manage. Diverse formats and file types make information challenging to handle. HP Flow CM Enterprise solutions provide the answer. Our powerful content management (CM) tools can help you access, organize, and leverage the information in documents, audio, video, email, and webpages.

## Unveiling a new view on information

HP Flow CM Enterprise solutions are built by Autonomy, an HP company, to help you more efficiently manage information. Use these five solutions—individually, as a suite, or in combination—to make the most of your information. And combine them with HP LaserJet Enterprise flow MFPs—specially designed to make your work processes more fluid—to greatly simplify enterprise content management. Take advantage of this interoperable hardware and software to work smarter, and unlock new business value.

### HP Flow CM Enterprise solutions:

- Provide industry-leading tools for managing and governing information, content, and business processes
- Offer unparalleled access to your digital assets, using intelligent technologies to mine information for valuable meaning
- Help leading organizations worldwide overcome information challenges and turn them into valuable growth opportunities

## Instant access to your information

With HP Flow CM Enterprise solutions, you can access and control the information flowing through your organization using unique, meaning-driven processing technology. Mine and manage content assets regardless of their location, language, or format. These solutions let you locate documents and information quickly.

## What is Autonomy IDOL?

Autonomy's Intelligent Data Operating Layer (IDOL) software enables a practical strategy for understanding diverse forms of information, searching systems for specific information, and locating and archiving compliance-related content across repositories. Autonomy IDOL allows you to manage the content traveling through your business with a platform that understands the meaning of information and data in context—no matter its repository or source—in more than 1,000 file types and 150 languages.

## All your content—at your service

Simplify your content management tasks with meaning-driven solutions. Dynamic search capabilities help you find precise information in document, email, image, voice, and video files to keep you informed, even when you're working with diverse sources, repositories, and languages. Extract only the details or elements you want according to meaning or concept, and classify information to stay well organized. Draw value from search results faster—automatically connect by topic with the experts in your organization who can shed light on your query. By automating information management, you make your digital assets work better for you.

## More efficiency and less cost

Work fluidly to cut operational costs. Employees can be more productive when you reduce the number of steps required to complete document-intensive processes. Automate daily tasks, and merge paper and electronic file streams. Tailor routing, tracking, and approval processes to ensure that information is where you need it, when you need it—and respond to customers faster. HP Flow CM Enterprise solutions can help you more efficiently organize, deploy, and store the information your business depends on.

## Information control, lower risk

Keep tabs on your information. With HP Flow CM Enterprise solutions, you can use stringent version control to help reduce errors and omissions, and minimize the risk of penalties. Create easily traceable audit trails and help ensure compliance, using meaning-driven record-keeping technology. Depend on precise information indexing to improve the flow of everyday business while retaining only the files you really need. Set sound rules for information governance and disposal to clear the way for tidy record-keeping and efficient file storage.



**1,000+**  
file formats



**400+**  
repositories



**150+**  
languages

## Work smarter, not harder

HP Flow CM Enterprise consists of five powerful Autonomy solutions designed to help you draw deeper value from information. Deploy these solutions however they best serve your business—individually, as a full suite of solutions designed to work together flawlessly, or in a combination of your choice.

### Autonomy TeleForm

Extract key information from paper and digital documents to help you classify and index content. Provide immediate access to information, and automate high-volume, document-driven processes. This document capture and distribution system helps you increase data accuracy, reduce operating costs, and strengthen customer and supplier satisfaction. Your employees can use knowledge assets to work more productively. Better organized content makes compliance easier, and reduces the risk of fines.

### Autonomy Process Automation

Define, deploy, and automate your organization's routing, tracking, and approval processes for electronic information. Use this web-based workflow solution to speed paper and electronic forms management. You can depend on a rules-driven framework to help create consistent, compliant, and auditable processes. This can help reduce human errors and automate everyday, manual tasks to make them work better for you.

### Autonomy WorkSite

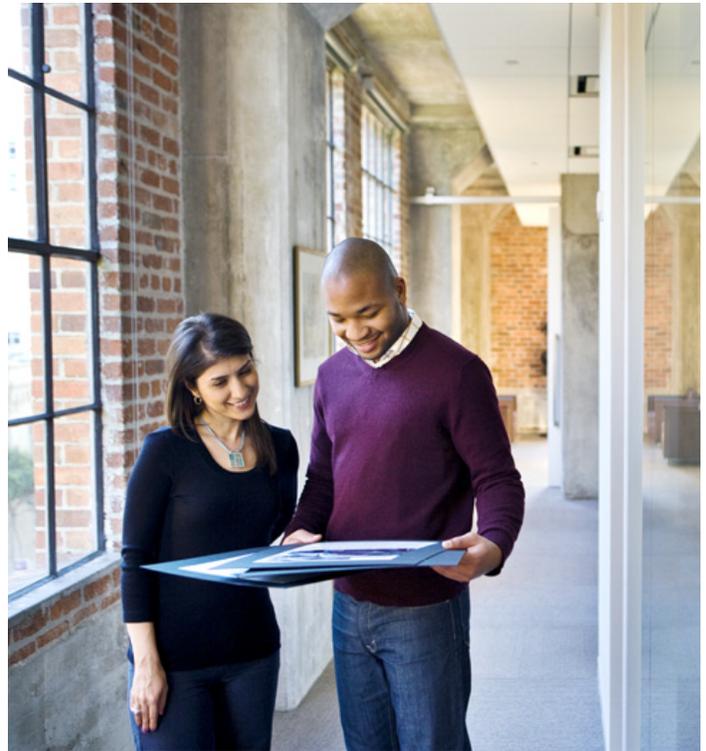
Organize and access documents and email from virtually anywhere—using any networked or web-connected device—to enable seamless collaboration between teammates, partners, and customers. Stay on top of your evolving content, even on the go. This intuitive document- and email-management system helps you reduce risk with stringent version control and fine-tuned security. Enhance customer service through quicker, more thorough, and more secure communications. Improve storage and retrieval efficiency with minimized file redundancies, and ensure compliance through reliable record-keeping.

### Autonomy Intelligent Universal Search

Efficiently search across a broad range of sources and data repositories—including documents, images, voice, video, and other rich-media files—to retrieve information, regardless of its language or format. Even locate relevant experts within your organization to enhance collaboration and productivity. Quick access to the information you need increases productivity, improves resource allocation, and can reduce the risk of errors and omissions. These efficiencies can help you decrease costs while strengthening customer loyalty through better response times.

### Autonomy Records Manager

Automatically classify, retain, and selectively dispose of records information within your organization. Retain or release control of records at the end of their useful life, based on rules you define. Gain a transparent view of your entire information environment to locate and deliver documents right when they're needed. Keep track of information in a broad range of sources, formats, and languages—including audio and video. With this solution, you can classify and cluster records, implement policies to help with compliance, and reduce risk by setting defensible protocols for deleting unneeded content.



## How HP helped a Fortune 500 consulting firm overcome its information obstacles

A global consulting and technology services firm struggled to manage important information—from client contracts to internal email. To operate more effectively, the firm needed a one-stop information repository that employees could use to access, search, and organize information in clearly indexed files—with tools for easily sharing and reusing consistent information across organizations, countries, and clients. They found success by integrating new solutions with existing information management systems, such as Microsoft® Office and Outlook®. Autonomy WorkSite, Intelligent Universal Search, and Process Automation helped the company to:

- Search and repurpose contracts and specific clauses without difficulty
- Easily manage documents and mine them for meaningful content
- Integrate popular email and office tools to foster wide adoption of consistent practices



## Invest in information

HP and Autonomy solutions help you manage information throughout your business and provide intelligent, intuitive tools to draw value from the explosion of customer and corporate digital activity. They enable you to turn your information—regardless of its origin or form—into valuable resources. Equipped with these solutions, you can overcome the information challenges of doing business in a content-saturated environment and rise to the call of increasingly expectant customers.

To find out more, visit [hp.com/go/flowcenterprise](http://hp.com/go/flowcenterprise).

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### HP three-part approach

HP works with you to assess, deploy, and manage an imaging and printing environment tailored to meet your business needs, while helping you reduce costs, conserve resources, and simplify document-intensive processes.

#### Optimize infrastructure

HP can help you achieve a balance between your total cost of printing and your needs for user convenience and productivity.

#### Manage environment

Working together, HP can help you maintain your optimized infrastructure while improving business efficiency and tightening security.

#### Improve workflow

By streamlining your document-intensive processes, HP can help you deliver a more efficient environment for capturing, managing, and sharing information.

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