



PageCenter[®]

Enterprise Report Management and Archive



Every manager and decision maker uses reports. Some of them just use them more effectively than others. Yesterday's sales figures, last month's production statistics: they're all in those reports, and your managers can't make decisions without them. But if your managers are wasting time chasing huge paper reports, or if they can't access documents via a web browser or e-mail, don't blame the reports. The problem is your report management system.

Printing and distributing output is an enormous cost item for most organizations. Yet, report management does not need to be an expensive bottleneck in your operation. Companies need to ensure that the cost to produce and retain this information doesn't outweigh the value of the information.

One user at a New York-based financial services firm notes that after implementing PageCenter, their weekly stack of printouts went from 4 feet down to 4 inches.

Users need information to do their jobs, and reports are the most familiar format for obtaining that information. They will access report information in the way that seems easiest and most familiar. Traditionally, printed reports have been easy and familiar for users, although they are expensive.

Electronic report management systems offer efficiency and cost savings, but only if you can get employees to use them in the first place. Successful report management systems gain

acceptance because they are intuitive, flexible, and provide faster access to the information users need to do their jobs; this benefits both the users and the company.

The PageCenter Solution

Corporate users access reports in three basic ways: print a paper copy, view reports online via a web browser, or receive an email about their report. PageCenter® solution supports all three modes of report delivery and can significantly reduce the need for costly centralized printing and slow manual delivery of reports. While not every company will be able to eliminate printing, PageCenter users can print to the network printers closest to them, saving time and money for courier delivery.

The PageCenter solution streamlines report management with flexible control over who can access reports, how they receive them, and how long they can retain reports. Complete logging facilities make it possible for operations staff to track and control report access and user-printing volumes. This workhorse divides thousand-page reports and leverages email to notify users, providing an optional link to the appropriate content. With today's heightened awareness to information protection and regulations, PageCenter software enforces limits on printing and effectively reduces the potential for an information breach, while tracking and controlling access to a document throughout its life cycle.

You need better access to reports at a lower cost; the PageCenter solution can help.

PageCenter Features

Flexible Report Distribution - PageCenter gives an organization flexibility in setting up distribution of reports to users. This gives IS staff a single point to control report access and specifies how users will receive them. This enables companies to avoid overloading their email systems with report data and enforces initiatives to limit printing.

Browser-based Report Access - instead of leafing through paper, users organize and navigate through reports more intuitively using PageCenter's easy-to-use web viewer. Users receive email notification containing a link to their reports. They simply click the link, log on, and start viewing and searching through information. Users can print a specific page, copy and paste data, or save data to a file. The interface supports user-saved preferences and is customizable to meet company identity and localization requirements.

Automated Report Decollation - automatically decollates reports and delivers email notification to the appropriate users. For example, PageCenter Software can quickly divide large reports by accounting unit to eliminate manual bursting, delivery delays, and expense.

The screenshot shows a web browser window displaying a report titled 'SALES / BIGREPORT'. The interface includes navigation links like 'Return | Refresh | Top | Page Up | Page Down | Bottom' and 'Host Print | Local Print | Save to File | Range Browse | Gen Info | Notes | Email'. The main content is a table with the following columns: COMPANY NAME, PRODUCT-A, PRODUCT-B, PRODUCT-C, PRODUCT-D, and PRODUCT-E. The table lists various companies and their associated product values. For example, 'Safari Imports Ltd' has values of 61851, 23077, 74804, 75209, and 92671. The table is paginated, showing 'Page: 1 of 5000' and 'Header Rows: 6'. A sidebar on the right contains a 'Subject' field and a 'Please Check these Figures' note.

Users can view 132 character wide reports without scrolling as well as create or review notes on a page-by-page basis - all from their browser.

Accurate Information Presentation - displays AFP documents and text data as they look in printed form. Users can also view files, such as PDF, PCL, Word, and Excel, from their desk using standard applications or viewers.

Usage-based Statistics - organizations can rely on accurate audit logs, identifying all user access to reports and printing. These statistics can also assist an organization in identifying and eliminating creation of unused reports.

Industrial Strength Archive - efficiently retrieves large documents and services thousands of user requests. There are organizations using the PageCenter solution to store and retain millions of report pages. Retained documents automatically move to cost effective media.

Security - protects sensitive information, secures access and delivery of electronic reports inside and outside an organization's firewalls. A log of user access to data makes it possible to audit report access. Organizations can control administrative authority by function or group to set up tiers of administrative scope.

manage



The Enterprise Output Managers

LRS has been providing solutions for the evolving Enterprise Output Management needs of organizations around the world for more than 40 years. More than half of the Fortune 500 and Fortune 500 Service companies rely on our industry-leading software for capturing documents and delivering them to diverse network destinations.

As the recognized Enterprise Output Managers, we are dedicated to constant innovation as we continue to develop the output management solutions that meet today's needs and anticipate tomorrow's demands.

Levi, Ray & Shoup, Inc.

2401 West Monroe Street • Springfield, Illinois 62704
Phone: 217-793-3800 • EOMinfo@LRS.com

AUSTRALIA Phone: +61 2 9922 3800

GERMANY Phone: +49 (0)811/99 73 90

ITALY Phone +39 02 939 06150

SINGAPORE Phone: +65 6480 6547

SPAIN Phone: +34 91 758 13 40

FRANCE Phone: +33-1-72-76-8031

UNITED KINGDOM Phone: +44 (0)1242 537 500



www.vps.com

© Copyright 2022 Levi, Ray & Shoup, Inc. All rights reserved. LRS, LRS in the diamond, and PageCenter are all registered trademarks of Levi, Ray & Shoup, Inc. z/OS is a registered trademark of International Business Machines Corporation in the United States, other countries, or both. Excel is a registered trademark of Microsoft Corporation in the United States and/or other countries. PCL is a registered trademark of Hewlett-Packard Company.