

## WHY GO FDDS

### INSTANT ACCESS

On average it takes 5 to 10 times longer to find a document than it takes to work with it. With FDDS you have an instant access to all your documents.

### MORE SAFETY

On average 5 to 10 % of documents are misfiled or lost. With FDDS the documents are kept in a secure database where they can be accessed without the risk of loosing them.

### CUT COST

The average business document is copied more than 10 times and is archived in a number of places. The cost of electronic archive is a fraction of what it costs to run and manage paper archives.

### LESS SPACE

One million pages of documents would take some 350 meters of shelf space. With FDDS these same documents can be kept on a modern hard disk including indexes for fast accessing.

### POWERFUL FOUNDATION

In addition to standard applications build on FDDS, you can have new applications through tailor made extensions made by us or a third party.

## COMPANY PROFILE

Fakta is a reliable and progressive software company with valuable experience in software design and production, established in 1986.

### OUR GOAL

Our goal is to enable efficient handling and management of all types of documents that are generated in daily business activities.

### OUR CLIENTS

Today Fakta solutions are used in companies across the board. While Fakta has a diverse and stable client base, the focus of much of the companies experience has been on financial services, transportation, health care, insurance, oil companies, and government agencies.



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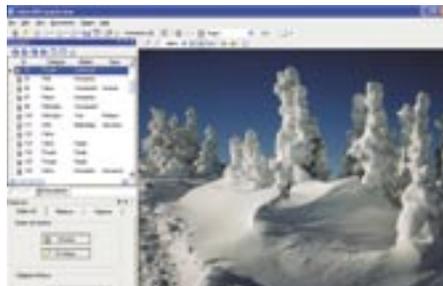
## FAKTA FDDS

### DIGITAL DOCUMENT SERVICES

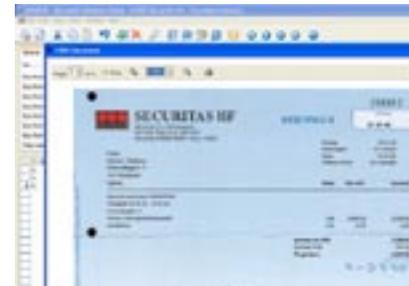




**FDDS:** Fakta Digital Document Services gives instant access to your documents, anytime, anywhere, from a centralised database.



FDDS with the FileCabinet extension



Web access from Navision accounting system.

## THREE EASY STEPS

### 1. INPUT

Increased flexibility using multiple scanners and other equipments to import information.

### 2. INDEX

Indexing is easy by keying in reference, linking to other systems or automatically by OCR.

### 3. ACCESS

FDDS uses a powerful access control and logs all key information to prevent information leakage.

**Scanning:** This is a common method for importing invoices and other documents. Modern document scanners will scan tens of documents pr. minute.

**Files:** FDDS imports various file formats such as, sound, files, digital images, Office documents and EDI.



**Windows:** A Windows program is used for controlling scanners and other administrative functions.

**Web:** You can access the information over the Web, Web services or from within other systems where a Web browser is used as a display unit.



“It proved to be much easier than we had expected to integrate the FDDS into our banking systems.,,

Thorsteinn Thorbergsson, IT Manager



“We have been working with Fakta over the last three years and their service has been excellent.,,

Hallur Jónsson, Manager revenue accounting



“Scanning our invoices and approving them electronically with FDDS and Fakta Approval Services has helped us improve our working methods considerably.,,

Rúnar Bjarnasson, IT Manager