File**BRIDGE**®

Digital Document Management Platform

FileBRIDGE is a complete solution to manage all of your paper and digital documents in one place. Process automation eliminates the need to create paper, which increases efficiencies and reduces operational costs.

FileBRIDGE enables process automation and information governance to coexist, allowing your business to be efficient and agile while ensuring compliance and security across your organization. The platform is highly extensible and able to manage almost any document across different departments, such as Human Resources, Accounts Payable and more. Advanced analytics and real-time dashboards transform operational data into strategic, actionable information.

Gain control and achieve peace of mind with FileBRIDGE.

Trusted Partner
We have over 20 years of experience implementing technology solutions for some of the world's most well-known companies. Over 20,000 clients trust Access with their document management needs.

Global
We have expertise deploying global solutions and will apply best practices to ensure a compliant and efficient implementation.

Extensible
FileBRIDGE can be configured to solve any document management challenges.

Command Central
FileBRIDGE provides a central aggregation point between your disparate systems, network drives and paper files to give you a comprehensive 360° view of all documents.

No IT Resources
FileBRIDGE is a cloud-based solution that requires no hardware, additional software or work by your IT department.

ROI
FileBRIDGE helps you eliminate costs associated with printing, filing, copying, shipping and storing documents.

Access
Information Protected.

The FileBRIDGE Platform Consists of Three Products:

FileBRIDGE Records
Manages the physical records we store for you, enabling you to find them quickly and request physical or digital delivery.

FileBRIDGE Digital
Automates business processes and provides a path to the paperless future with unique configurations for document collections, such as Human Resources, Accounts Payable and more.

FileBRIDGE Governance
Manages your overall records compliance, applying and enforcing consistent classification and policies.

Each solution can operate independently or as a suite to address physical and digital information needs. The FileBRIDGE platform is integrated with Access' records management services, including storage, intelligent document scanning, data extraction and secure destruction, providing an end-to-end solution.

Automate Your Business Processes

FileBRIDGE Digital seamlessly integrates with your business systems to automate your workflow processes, approvals and notifications, reducing manual steps and accelerating your organization's flow of information. Designed to rapidly search and retrieve critical documents, FileBRIDGE also efficiently recognizes which documents are missing or expired and proactively alerts you to them.

Ensure Compliance Across Your Organization

FileBRIDGE Governance supervises your overall compliance for both paper and digital documents. The simple-to-use interface, which categorizes records as they are created, assigns the applicable governance policy, manages legal holds, applies consistent policy and enforces retention procedures.

Improve Access to Offsite Records

FileBRIDGE Records is an intuitive, user-friendly application for managing your offsite records stored by Access. Full-text search allows users to search across all departments, fields and locations, making it easy to locate records nationwide and request services including: delivery, scanning or secure destruction.

About Access
Access provides the U.S., Latin America and Caribbean with an end-to-end solution for all of your records management needs. We have over 20 years of experience implementing technology solutions for some of the world's most well-known companies. From document storage, imaging and conversion solutions to secure destruction services, Access is advancing how the world manages information with the very best service.

To find out how Access and its FileBRIDGE products can help your business, contact our team today at 1.800.899.3975 or discover@accesscorp.com

TALK TO US TODAY

InformationProtected.com/FileBRIDGE

Access
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