From small business applications to enterprise solutions, organizations that utilize document-intensive processes rely on Square 9 to streamline their workflows as they eliminate inefficiencies. SmartSearch builds the bridge between people, paper and processes.

People

All documents are securely deposited in Archives you designate. You dictate permissions guaranteeing compliance while ensuring that documents are available 24/7. You determine who in your organization will have access to your files and what can be done with them.

Paper

Reduce paper consumption by storing all of your documents in a centralized content repository. SmartSearch's broad adaptability allows you to store both scanned and electronic documents including PDF, JPG, TIF, Word, Excel, Outlook files and more.

Processes

Drive efficiency by streamlining repetitive business processes including document routing, notification and approval. Time spent searching for documents is drastically minimized resulting in increased productivity and reduced spending.

Are you ready to take your office paperless? SmartSearch is the proven answer!

✔ **Eliminate paper-based filing systems**

✔ **Streamline business processes**

✔ **Automate document routing and notifications**

✔ **Increase document security and compliance**

✔ **Easily share and collaborate on documents**

SmartSearch offers affordable, award-winning document management that can be adapted to any paper-intensive business. No matter what the size of your company, or in what field you work, SmartSearch offers value-driven solutions that are easy to use, learn and support.

Professional Edition ●●●

The perfect document management software solution for Small to Medium Business (SMB) and departmental applications. With its modular design, the Professional Edition offers maximum flexibility in both pricing and configuration by allowing organizations to select only the tools needed for their specific business application.

Corporate Edition ●●●●

Designed for organizations looking to leverage the full spectrum of what SmartSearch has to offer. As a comprehensive solution which includes licensing for disaster recovery and test bench applications, the Corporate Edition delivers a tremendous balance of value and enterprise class functionality.

Key Features & Benefits

Security & Auditing

Security in SmartSearch integrates with Active Directory greatly streamlining administration and providing users with single sign-on access. The built in audit trail proves your security is working by logging all document actions by date and user.

GlobalSearch

GlobalSearch extends the reach of your SmartSearch installation beyond traditional LAN, WAN, or VPN access by delivering anywhere, anytime access to documents from any browser or mobile device, increasing productivity while staying in constant contact with critical documents.

Capture Workflow

Completely automate the capture and indexing of documents from any source including Multifunction Printers, desktop scanners and line of business print output, using intelligent batch separation, image cleanup, zonal OCR and Barcode Recognition, to eliminate the need for user intervention while maximizing your return on investment.

Click on any piece of data in your line of business application (accounting, CRM, HRM) and instantly retrieve all matching documents in SmartSearch reducing training requirements and increasing end user adoption.

Image XChange

Build business rules into SmartSearch to automate the routing, notification, escalation and approval of documents to reduce cycle times. Provide key decision makers instant visibility into each stage of document centric workflows.

Work XChange

Using a key piece of data, SmartSearch can perform a database lookup either internally or to any OLEDB or ODBC compliant database to re-purpose data into SmartSearch index fields saving time and eliminating indexing errors.

Data XChange

Top New Features in SmartSearch 4.2

KeyFree for GlobalSearch

Extend your document indexing abilities by rapidly extracting high-value data with one click – through the browser – while minimizing the opportunity for manual entry errors and capturing accurate data that can be shared with other applications.

Web-Based User Admin

A convenient new web-based interface allows System Administrators to easily set and edit permissions for users with access to SmartSearch and GlobalSearch. Additionally, the introduction of Square 9 Users simplifies the process of allowing non-network users access to documents maintained within these protected environments.

Built-In Integration

Gain full capture-and-retrieval support right from the control panel of any current version of a Konica Minolta®*, Toshiba®, or OKI® multifunctional printer, which acts as the catalyst for workflow automation. (*September 1, 2015)

Web-Based Batch Manager

Monitor captured documents in transit to allow batches to be easily filtered by status, or searched by ID, name, or date range. The Batch Manager provides confidence based reporting on the results of OCR extracted data, which can now be easily validated through the browser. New performance reporting also graphs document capture metrics to optimize processes.

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