How Can a System of Record (SoR) Benefit Your Organization?

Managing work and critical business information in multiple systems can complicate business processes and delay decision making.

IDC reports that **61%** of employees access on average **4 to 11** unique systems to complete one task. Using a variety of systems to complete a task is **time-consuming** for employees and **costly** for businesses. Implementing a SoR will **streamline** your business processes under **one consistent system.**

What is a **System of Record (SoR)?**

Information management policies and systems that aggregate and securely store critical data, while managing the document lifecycle, empowering business process automation, and enabling compliance with regulations. A SoR can compile and store information from multiple sources into one secure location.

10 Advantages of a SoR

With a SoR:

Securely Manage Important Business Data
> Securely store all critical business information in one system, making it easy to manage information and maintain data integrity.

Provide Simple, Quick Access
> Access the information you need at any time, improving employee productivity, reducing long approval times, and simplifying business decision making.

Reduce Your Operating Costs
> Limit the amount of hands that touch documents, and reduce costs associated with routing data through business processes.

Enable Compliance With Regulations
> Set automatic record retention and destruction policies that align with specific regulations your organization must follow.

Control Information Chaos
> Know what data you have, where the data is located, and how long the data should be stored.

Simplify Data Collection
> Build custom e-forms for customers to fill out that automatically enters their data into a specified location.

Automate Business Processes
> Automatically route business records through processes such as AP, HR, and more.

Enable Team Collaboration
> Provide instant access to information and control document versions, enabling easy data sharing for teams and departments.

Simplify Audits
> Store all critical compliance information in one spot and provide auditors secure access to the data they need.

Grow Easily With Unlimited Scalability
> Enjoy unlimited data scalability, meaning your data storage capabilities will grow automatically as your business grows.

> **Businesses are looking to centralize data management** and delivery to leverage data to control their business and the **user experience.**
> - "Data Age 2025: The Digitization of the World from Edge to Core", IDC

Plan for the future. Get your system of record setup now.

Contact us today! | www.digitechsystems.com • 866.374.3569