



Xerox® Workflow Central Platform:

Reimagining work for a flexible world.





Flexible work

is here to stay.

xerox™



Which work advances and technologies are here to stay?

53% **Remote** and **flexible** work models become accepted work practices¹

81% SMBs more reliant on **innovation** to keep their businesses going in an incredible dynamic landscape²

40% **Automation** of repetitive tasks and workflows will become more ubiquitous¹

38% Workspaces will become increasingly **interconnected** and **intelligent**¹

We no longer go to “work.” Work comes to us.



No time for downtime. Get things done from wherever.

Seamless



Productivity anywhere, seamlessly switching between locations, devices and formats.

Always-on



Keep work flowing, making sure nothing gets in the way or slows us down.

Secure



Security at every level inside and outside of the office infrastructure.

A predictable, always-on, secure work experience.

xerox™

What gets in the way? Real, everyday work life challenges.

I need to take notes during meetings, but **my handwriting isn't clear enough** to share with colleagues.

I **can't find the time to read everything** I should to make well-informed decisions.

I receive critical documents not in my native language, that I need to understand and process.

Inadvertently sharing confidential data could get me and my employer in trouble.

I spend too much time **retyping info or converting documents** into workable formats.



Xerox[®] ConnectKey[®]
Technology transformed
the traditional office MFP
into a Workplace
Assistant.

xerox™



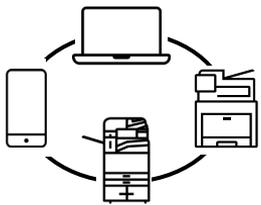
What if your Xerox Workplace Assistant could be **at your side, anytime, anywhere?**

On computers,
and mobile devices
as well as office and
even home MFPs.



Introducing Xerox® Workflow Central Platform

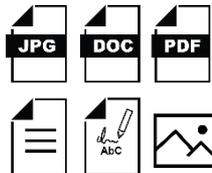
One platform for today's flexible workforce.



Seamless, secure,
24/7 access, anywhere,
any device



The right tools to make
work flow securely

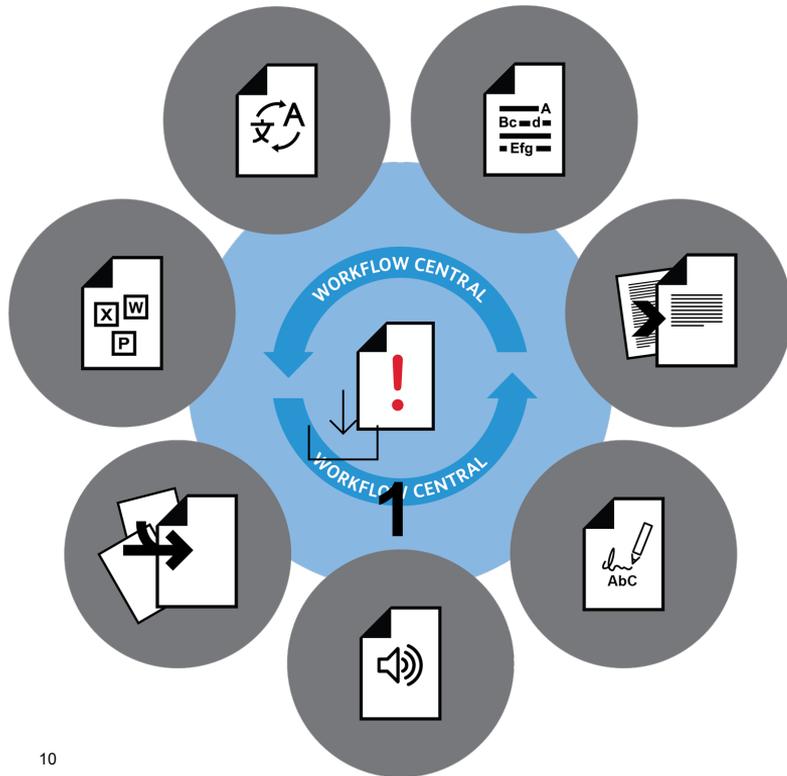


Can handle physical
and digital



Secure infrastructure
in the cloud
with Microsoft Azure

4 Steps to Solve Everyday Workflow Challenges



1

Select your physical or digital file

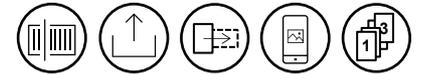
- Including handwritten notes, photos or a PDF



2

Set your digitization path

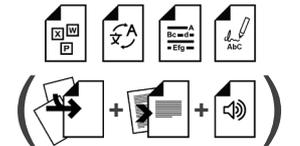
- Scan, upload, drag and drop or capture
- Select specific pages



3

Define your workflow

- Select individual or combination workflows



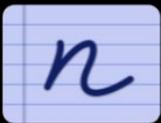
4

Choose your output

- Email, download, print (MFP only), add security, route to cloud repositories
- Single or multi-destination



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Having a hard time with handwritten notes?

Notes written in notebooks or on white boards are often difficult to read by others, time consuming to retype and difficult to share.



PC

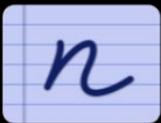


Mobile



MFP

xerox™



Handwriting to Text

Turn notes into legible, editable and shareable digital files that you can act on.

AI conversion makes sense of handwriting, time is saved and valuable next steps are clear.



PC



Mobile

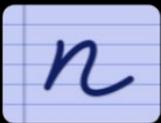


MFP

Your coworker sends a picture of important meeting notes attached in an email.



Converts uploaded image of notes into legible, shareable and actionable next steps for all.



Handwriting to Text

Turn notes into legible, editable and shareable digital files that you can act on.

AI conversion makes sense of handwriting, time is saved and valuable next steps are shared.



PC



Mobile



MFP

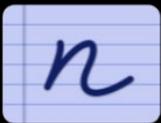
Jack captures the quarterly brainstorming session with his phone's camera.



Convert those ideas into measurable tasks for the larger team to see and act on.



xerox™



Handwriting to Text

Turn notes into legible, editable and shareable digital files that you can act on.

AI conversion makes sense of handwriting, handwriting is transformed to an editable document and time is saved.



PC



Mobile



MFP



Laura prefers to capture and process her thinking in her notepad.



She can scan her notes and edit her thoughts into actionable tasks to share with her team.



Office Makeover

Keeping documents up to date is an endless task.

Recreating old or lost documents and re-keying in data adds extra steps and wastes time.



PC



Mobile



MFP



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Convert to MS Office

Don't start from the beginning again.

Upload and convert to an editable
Microsoft file (.doc, .ppt, .xls).
Save time, save money, save steps.



PC



Mobile



MFP

Sylvia has an old marketing
brochure as a PDF document.



She uploads and converts it to
an MS Office file so she can
now update and republish.

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Convert to MS Office

Even a PDF is not necessarily final.

Take an important file, upload and convert to an editable Microsoft file (.doc, .ppt, .xls). Save time, save money, save steps.



PC



Mobile



MFP

Kate needs to update a PDF client proposal prior to their meeting.



In the taxi, she can convert and change information, enabling her to present the corrected proposal.

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Convert to MS Office

Don't start from the beginning again.

Lost the original digital document?
Upload and convert to an editable
Microsoft file (.doc, .ppt, .xls).
Save time, save money, save steps.



PC



Mobile



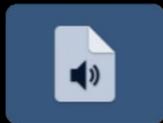
MFP



Marc has only hard copy
of a slide he needs for a
presentation.



He can scan at the MFP and
convert to the MS Office .ppt
file format for easy inclusion.



Easy Listening

We're all drowning in the data and content needed to do our jobs.

There is not enough time in the day to read reports, briefs and important articles.



PC



Mobile



MFP



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Merge and Convert to Audio

Merge and convert digital files for easy consumption anywhere. Consuming critical content (reports, proposals, trends emails, etc.) is as easy as listening to a podcast.



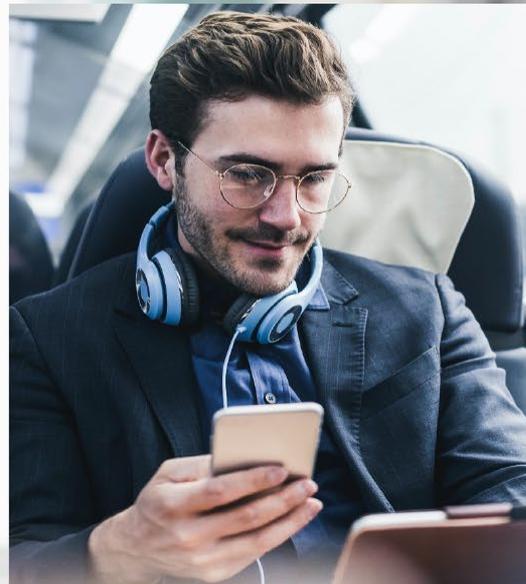
PC



Mobile



MFP



Dan is a sales lead and needs to distribute several new product bulletins to the team in the field.



He easily merges multiple files into a single PDF and converts it to an audio file so his team can listen on the road.

xerox



Convert to Audio

Convert image files for easy consumption anywhere. Consuming critical content (reports, proposals, trends emails, etc.) is as easy as listening to a podcast.



PC



Mobile



MFP

Traveling, Don notices a good industry article in a magazine.



He takes a picture of it and converts it to audio so he can listen to it in the hotel gym.

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Summarize and Convert to Audio

Summarize and convert hard copy files for easy consumption anywhere. Consuming critical content (reports, proposals, trends emails, etc.) is as easy as listening to a podcast.



PC



Mobile



MFP

Tina needed to read and digest a lengthy business report for her first meeting early tomorrow morning.



She summarizes the report and converts it to an audio file so she can listen to it in the car on the way home.



Hablas español? Parlez-vous français?

We work in a multicultural, multilingual world. Communicating in their language ensures receivers get the message.

Sending documents out for translations is costly and time-consuming.



PC



Mobile



MFP





Merge and Translate

Merge and translate digital documents quickly and easily, without needing to send out to an expensive service company and wait for days. Save money and time and get communications out in a timely manner.



PC



Mobile



MFP

Malik needs to send several reports to a colleague in a different country.



He can assemble the reports in his native language and merge them into a single PDF before translating into the colleague's native language.



Translate and Listen

Translate image files quickly and easily. Save money and time and get communications out in a timely manner. And convert to audio for easy listening while on the go.



PC



Mobile



MFP

Carla just received a customer report as an email attachment in French that she needs translated for a meeting.



Now she can translate it on the go, then convert it to audio and listen to it en route so she will be ready for her meeting without delay.



Translate

Translate hard copy documents quickly and easily, without needing to send out to an expensive service company and wait for days. Save money and time and get communications out in a timely manner.



PC



Mobile



MFP

Gina in export has received a letter in a language she can't read.



She quickly scans to translate the letter, understands the content and deals with the query.

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Visibly Hidden

Many businesses deal with a variety of sensitive, personal or private information that needs to be protected or removed.

Searching through documents word by word and hiding Personal Identifiable Information (PII) is time-consuming and error-prone.



PC



Mobile



MFP



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Summarize, Translate and Redact

Users can set search criteria (word, name, number & phrase) to automatically redact any digital document.

Keep sensitive information safe without having to manually search.



PC

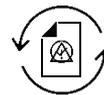


Mobile



MFP

Amanda needs to share a lengthy sales report with an international colleague containing customer credit card data and personal information that should be hidden from view.



She summarizes the report for easier reading and translates it into a different language before selecting the sensitive information, which is then automatically redacted for each customer. Now, Amanda can share the protected file.



Redact

Users can set search criteria (word, name, number & phrase) to automatically redact any digital document.

Keep sensitive information safe without having to manually search.



PC



Mobile



MFP

Mary reviews her report on her way to a medical conference and notices private patient information is included by mistake.



She can quickly upload the report and hide the sensitive content, allowing her to present the redacted report with confidence and stay in compliance.

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Redact

Users can set search criteria (word, name, number & phrase) to automatically redact any hard copy document.

Keep sensitive information safe without having to manually search.



PC



Mobile



MFP

John's law firm needs to provide a stack of hard copy legal case files to another law firm. Client personal and sensitive information needs to be redacted.



Now he can set the required items to be removed, scan multiple files, and automatically redact quickly before sharing.

Security at every level.



Robust Secure Platform

Hosted on the secure global infrastructure of Microsoft Azure platform

- Data centers in US and Europe (Ireland)
- Regional and global compliance standards (including GDPR, ISO/IEC 27001)
- Encrypts data when at rest and in motion



Document Protection

For the next part of the document journey

- **Redaction** – automatically hide Personal Identifiable Information
- **Document Password** – add a password to files for better protection
- **Encrypt and Track** – encrypt the email and files for added layer of protection and get receipts

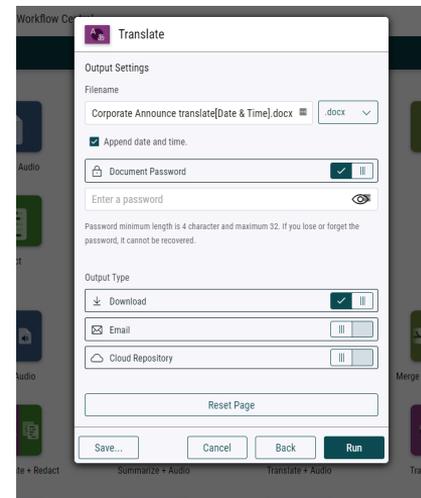
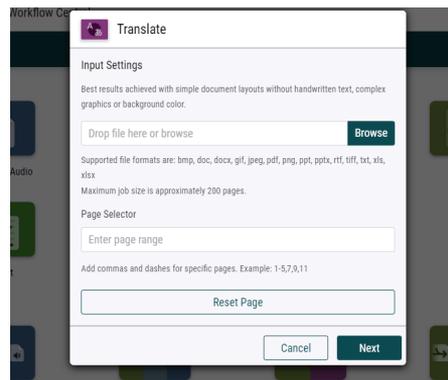
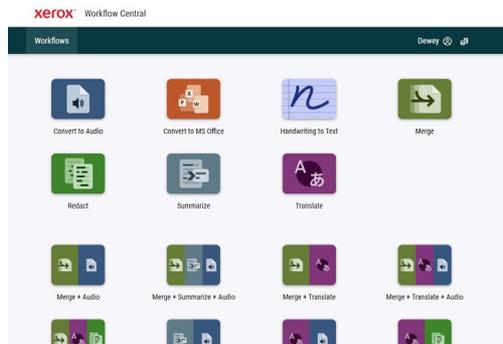


Controlled Accessibility

Secured access to company account

- Account owner manages user access and invite process
- Unique login credentials for each user
- Xerox® Multifunction Printer Single Sign-on capabilities through Xerox® Workplace Solutions

PC access ... digital productivity.



1

Log in from your PC.

2

Choose your workflow.

3

Choose a file
and run.

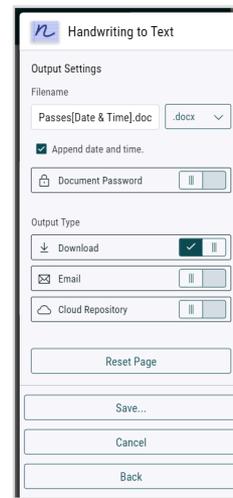
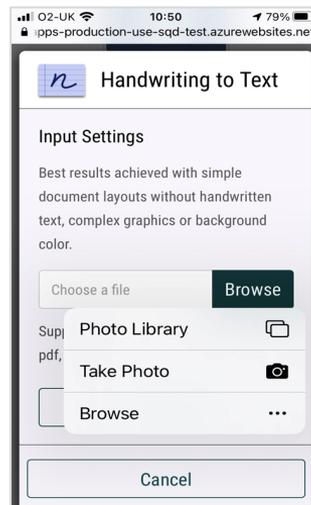
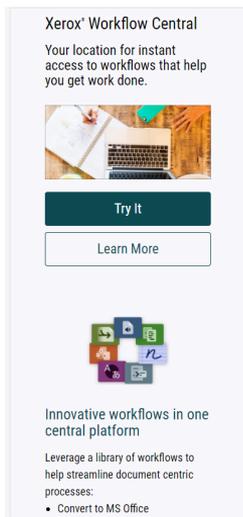
4

Select your output
options.

Many times, your work starts with digital, not paper.
Access the workflows from your PC where you can edit a PDF or
translate a document into another language.

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Mobile access ... on the go, anywhere.



1

Log in from your mobile device.

2

Choose your workflow.

3

Choose a file, or simply take a photo, and run.

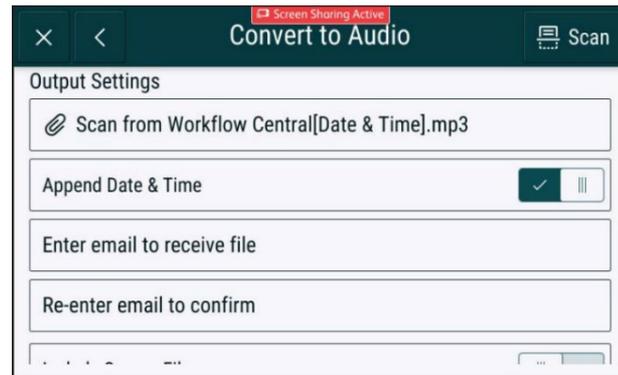
4

Select your output options.

For the mobile worker to stay productive while on the move or between offices. It's quick and easy to keep work flowing — snap a picture of white board notes from an important meeting or upload an image from your files.

xerox™

ConnectKey app ... the paper chase in the office.



1

Log in from your Xerox® ConnectKey Technology-enabled device.

2

Choose your workflow.

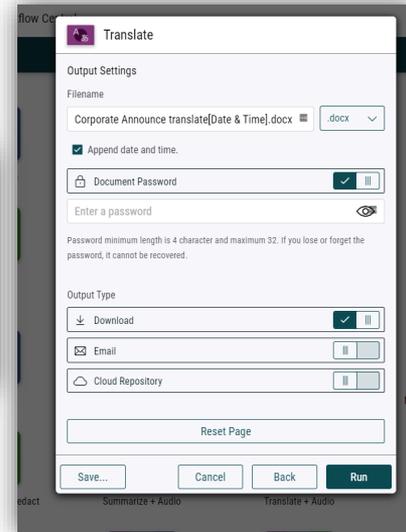
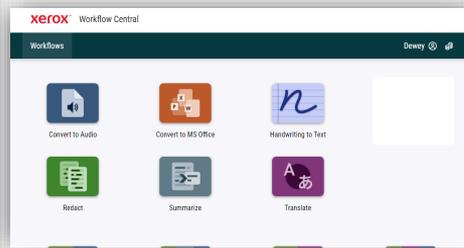
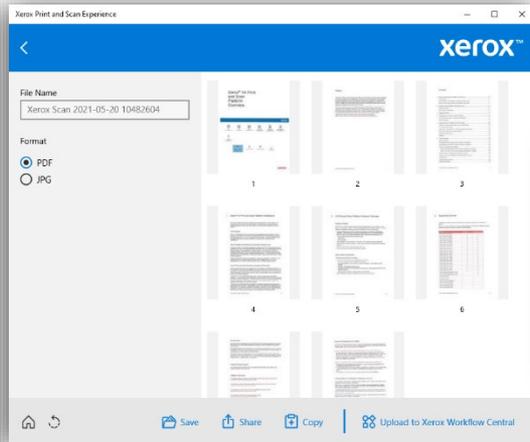
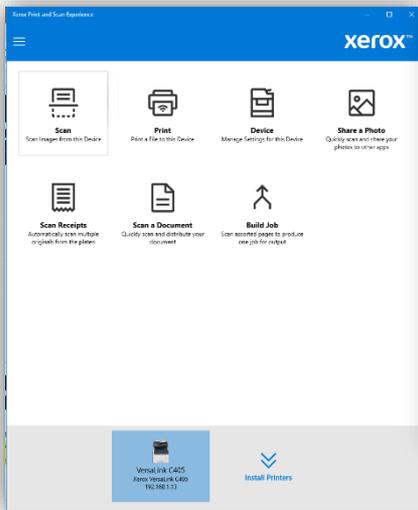
3

Choose your output options.

Enjoy a seamless, consistent experience regardless of device. Access the same workflows at the MFP. And when hard copies are needed, we make it brilliantly easy.

xerox™

Easy access to productivity tools from home MFP.



1

Select Scan or Scan a Document.

2

Choose Upload to Xerox Workflow Central.

3

Choose a workflow to run.

4

Choose your output options.

Enabling Xerox compact personal A4 MFPs access to Workflow Central with the Xerox® Print and Scan Experience PC Application.

xerox™