

Uncovering Hidden Treasures: The new Gold of AI

How AI is revolutionizing your document management



In many companies, existing document management systems (DMS) contain immense, untapped information resources. By integrating artificial intelligence (AI), you can transform this data into valuable insights. The AI acts like an experienced employee who provides competent and detailed answers based on all the information stored in the DMS. This enables a significant increase in efficiency and creates new business value.

Challenge: Data overload without added value

How often have you or your colleagues spent hours trying to find a solution to a problem – only to discover later that someone else in the company had already documented it? Valuable insights from previous projects, meetings, or reports often disappear into digital archives and are difficult to find. Instead of using existing knowledge, work is unnecessarily duplicated.

Traditional DMSs often serve merely as digital archives where information is stored and rarely used again. The data they contain remains unused, even though it offers valuable information for decision-making processes and optimization. In addition, manually searching for specific information in large repositories is time-consuming and inefficient. This leads to repetitive work processes and suboptimal use of available resources.

Benefit: Work more efficiently, faster and more intelligently



Increased productivity: Companies that use AI report an increase in employee productivity of up to 61 %¹.



Simplified onboarding: New employees or existing employees from other departments can find information more quickly.



More efficient processes: Automated workflows reduce manual effort and minimize errors, resulting in faster task processing.



Cost savings: Optimizing workflows and reducing redundant activities can lead to significant cost savings.



Competitive advantage: Using AI to tap into internal data sets often leads to innovative business models and improved customer relationships.

¹ <https://businessolution.org/de/ai-productivity-statistics>

Solution: How to use your documents as a knowledge platform

To enhance your document management system with artificial intelligence, the following essential steps are necessary:

- ✓ **Integration of an AI platform:**
Connect AI technologies to the existing DMS, including on-premise, to make documents efficiently usable.
- ✓ **Structuring the data pools:**
Defining thematically meaningful document pools (e.g. product documentation, contracts, financial documents) to enable targeted search queries with relevant results.
- ✓ **Optimization of access control:**
Ensuring that AI-supported queries only access documents that have been approved for the respective user and that compliance requirements are met.
- ✓ **Semantic search instead of full-text search:**
Use AI models to recognize contextual relationships to provide more precise answers than classic keyword searches and cross-document results processed by AI.
- ✓ **Automatic document enrichment:**
Create summaries, extract relevant data and classify documents for better findability.
- ✓ **Gradual introduction and training:**
Introduction of a customizable AI system with gradual expansion and training of employees for optimal use of technology.
- ✓ **Multilingual:**
Answers in your language – regardless of the language in which the document is written.

What we offer: Clear steps towards AI integration

We support you with a proven process model:

- 1 Requirements analysis and strategy:**
Identification of AI potential and definition of a tailor-made roadmap, as well as consideration of compliance requirements and rights models.
- 2 Piloting and proof of concept:**
Implementation of an initial test run with real data to validate the added value.
- 3 DMS connection and AI integration:**
Integration of AI technology, adaptation of data pools and ensuring access rights.
- 4 Optimization and training:**
Fine-tuning of AI models and training of users for effective use.
- 5 Support and further development:**
Ongoing support and adaptation to new requirements.

For a quick start, we also offer our ›**Quickstart Package: AI in DMS**‹, with which we can identify an initial use case in just a few weeks and implement it as a prototype for you.

Feel free to contact us.

