

## ADVANCED SOLUTIONS FOR Financial Services

compliance and security

effective cost control

increased efficiency

improved customer information





# New solutions for today's financial services challenges.

Processing financial documents can be a manual-intensive process. Every day, financial institutions must track, distribute, and archive content including hard-copy and digital documents, while meeting security and compliance requirements.

## Financial services challenges



### Compliance with regulations and security

The consequences of lost documents or unauthorized access can be high in terms of legal issues, fines, and negative impact to your reputation. Safeguarding customer information is not only the law, but also makes good business sense.



### Controlling costs with changes in capital investment

As a component of the recovery of the banking sector, shareholders are demanding more transparency at their banks. Printing and copying expenses are typically unchecked costs that have not been fully addressed by financial services businesses.



### Increasing efficiency and improving customer information

Loan processing now requires more forms, more reviews, and more approvals. During the loan process, your personnel need to combine various hard-copy and digital documents, which require them to verify that all the details are correctly completed. Those documents then have to be distributed, which can be a potentially time-consuming, error-prone process.

## Real solutions from Canon

Canon provides a wide range of hardware, software, and services to help your firm better manage, track, and distribute your documents while helping to reduce manual errors during application processing. Canon can help increase efficiency by automating and streamlining document workflow during distribution, all while controlling costs and providing security solutions to help ensure you're addressing regulatory and confidentiality requirements.





## Access management and data security can help facilitate regulatory compliance

Improper handling of confidential customer information can lead to higher costs, lost customers, and possible legal action. Canon offers security solutions to help ensure that printed, scanned, and stored information remains confidential—and consistent with your firm's security requirements.



### Securing device access to authorized personnel

With Canon solutions, such as Universal Login Manager (ULM) and uniFLOW, financial entities can control who has access to print, copy, scan, or send documents from your MFPs. You can set authentication and access control options that can be used to accommodate password- and card-based systems, such as Proximity Cards.



Limit device access to authorized personnel.

### Restricting access to functions on the MFP

Canon Access Management System (AMS) allows financial services firms to configure users' access to device functions based on pre-determined rules, including those defined in Active Directory. A bank manager may have access to all functions, including send and fax, while bank staff may be restricted to copy and print, and contract workers may be blocked from all access.



Device functions can be restricted by users with Access Management System software.

### Securing authorized printing to any device

Customer data on applications is highly confidential and exchanged by individual bank personnel and between financial institutions each day. Banks can leverage Advanced Anywhere (AA-Print) and uniFLOW to help ensure that only those branch personnel who authenticate themselves at the device can release and print customer applications and other sensitive documents.



Avoid leaving documents with sensitive financial information on the device trays.

### Safeguarding device data

Nearly every multifunction device at your business features a hard drive that almost certainly contains confidential data. Canon offers several security measures that can help safeguard information on a daily basis or when you retire/remove one of these devices.



The standard **HDD format** provides up to **9x** overwrite for all stored data when devices reach end-of-life.



The **HDD Data Erase Kit** helps ensure that sensitive data on applications, such as home address, employment history, and earnings, are deleted daily and properly erased with standard format overwriting (up to **3x**) as a part of routine job processing.



The optional **HDD Data Encryption Kit** uses AES 256-bit encryption to help protect all data stored on the internal hard drive.



The standard **HDD Erase Scheduler** enables you to set devices to automatically erase all copy, scan, print, and other activity data from hard drives on a set schedule.



## Effective cost control for the branch and the firm

Canon offers solutions that can help boost productivity and give you greater control over printing and copying costs by helping influence employee behavior, prevent wasteful activity, and manage device usage.



### Manage printing more efficiently

As many banks and other financial companies have merged, financial institutions have to work hard to understand printing costs across the entire organization. With Canon uniFLOW, a comprehensive output management software solution, you can gain control of device usage regardless of company size or geographic spread.

### Create detailed analytical reports to identify potential cost savings

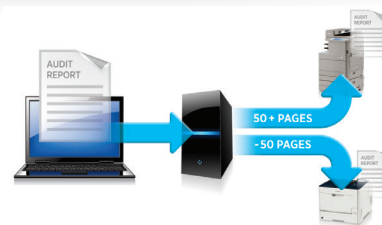
Detailed reports can be sent to bank IT managers and senior executives to assess and determine where scan, copy, print, e-mail, and fax activities are occurring. Used to facilitate cost management, these reports can help your staff determine where print costs are heaviest, where they can reduce costs, and which individual departments or branches should be charged back.



uniFLOW reporting provides visibility into device utilization as well as printing and copying expenses.

### Route jobs automatically to less expensive printers

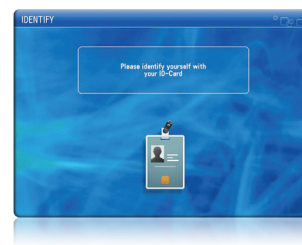
Banks can set parameters for the number of pages that can be printed out on a desktop printer at the branch versus those that should be sent to a workgroup multifunction device. For instance, all print jobs over 50 pages must be printed on a multifunction device or sent to the central reproduction center at bank headquarters, while print jobs under 50 pages could be printed at the desktop printer.



Prompt users or automatically route larger print jobs to a secure print queue for more cost-effective printing.

### Proactively manage your fleet

To help enforce your bank's policy to reduce printing costs, uniFLOW can control access at the MFPs for each user. It can enable fact-driven management of print functions, giving your IT managers the power to limit color printing, force duplex printing, avoid releasing unclaimed print requests, and even require management authorization for jobs of a certain size or type. All print usage activity can be measured and reported back to departments for further review to help improve compliance.



Restrict functions on the MFP.

### Canon Managed Document Services

Canon MDS is a unified offering for total output and document solutions management. It consists of complete program customization within your desired time frame, specific to your unique business needs. From the printed page to the electronic document, Canon provides a portfolio of custom services to help you achieve your business goals for cost reduction, improved serviceability, support, and document accessibility.





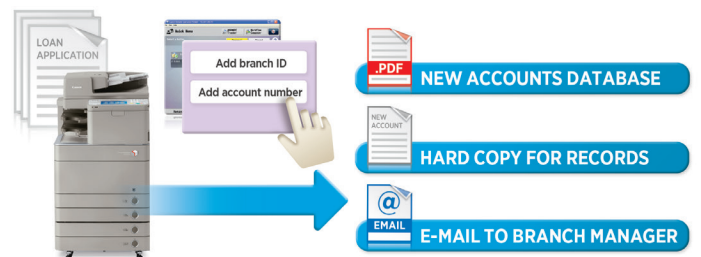
## Increase productivity while freeing up time to spend with customers

Financial services institutions continually exchange applications, new-account information, and other documents with internal staff, branch offices, and outside entities. Canon solutions can help streamline your workflow so you become more efficient with loan follow-up and gain time for maintaining customer loyalty.



## Streamlining application processing with one-touch workflows

With Canon Workflow Composer, you can combine repetitive manual tasks into easy-to-use, one-touch buttons. Tellers can easily print, scan, and/or send new applications to multiple e-mail addresses and fax destinations—including their own PCs—with one touch. And, if required, your staff can add index information, such as account and ID numbers, and integrate the resulting files into back-office systems so that they can easily be found and retrieved later.



Workflow Composer buttons can be set to streamline paper-to-electronic financial processes.

## Assembling loan applications quickly with Desktop

With Canon's imageRUNNER ADVANCE Desktop and Quick Printing Tool, your staff can assemble applications and all required materials—including photo IDs, pay check stubs, proof of residency, and financial documents—into a single, cohesive financial application. Hard-copy documents can be scanned and converted to PDF or Microsoft® file formats and grouped together before printing.



Combine scanned hard-copy files into a single document and preview the document as thumbnails prior to printing or distributing.

## Storing forms on the MFP for easy access and central use

The Advanced Box feature enables you to store commonly used forms, such as loan applications, credit report requests, and wire transfers, right on your imageRUNNER ADVANCE device. These print-ready documents can be accessed and printed from that device or any other imageRUNNER ADVANCE system on your network.



Bank headquarters can upload commonly used forms into a centralized Advanced Box and have them accessible on other imageRUNNER ADVANCE devices for print-on-demand convenience and cost-savings.



## Facilitate automated processes that leverage valuable document information

To achieve true efficiency, ensure traceability of information, and minimize human error, document-based process should be connected to the day-to-day financial workflows. Financial institutions need the ability to share data across the enterprise and provide users with real-time access of information.



## Keep important processes moving forward with Therefore™

Why must business processes come to a standstill because one person in the review chain fails to take action when needed? Similarly, why let your business be sidelined by document searches or compliance requests?

Therefore™ information management system's Workflow enables you to design and establish electronic-based workflows to help ensure that business processes move forward more reliably. Your bank or agency staff can easily collaborate on client documents, track revisions, schedule document removal dates, facilitate digital approvals, and more. Therefore™ also enables authorized staff to quickly and conveniently access the needed data from almost anywhere—your office or via qualified mobile devices—when desired.



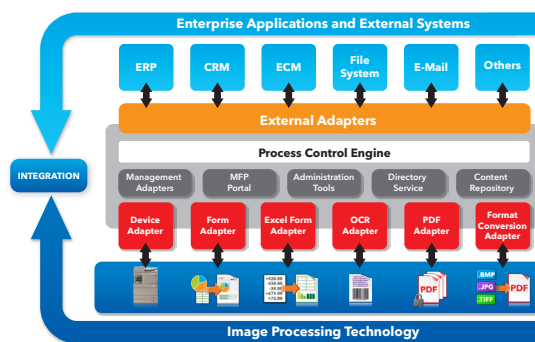
Documents can be easily scanned and indexed, then archived to Therefore™ directly from the MFP's display panel.

## Unlock the hidden potential of unlikely systems

It doesn't serve a financial business well to let paper and electronic documents languish in disconnected and untapped silos across an enterprise. This is especially true when that information can be captured, identified, indexed, and distributed to help foster increased innovation, mitigate compliance issues, and fuel new efficiencies.

Canon's Enterprise Imaging Platform (EIP) is a middleware platform that can be used to facilitate improved collaboration between critical systems and financial software applications. With EIP, your organization can connect information stored in multiple enterprise applications, such as ERP, CRM, ECM, and enable easy access to information when and where needed.

Documents and devices can also be integrated from multiple enterprise software applications, and shared and streamlined within an automated process.



EIP can be especially useful in merger and acquisition situations where different systems aren't initially designed to communicate with one another.\*

\* Enterprise Imaging Platform requires certain professional services, which are sold separately.



## Solutions that boost sustainability and environmentally conscious behavior

Financial Services firms are finding that active sustainability programs have multiple benefits, including helping to align with their clients' requirements of protecting the environment while improving their bottom line. Canon designs products that help improve efficiency, conserve energy, and reduce waste.



### Canon's commitment to the environment

As an ENERGY STAR® partner since 1993, Canon has qualified more than 200 products that incorporate original and advanced energy-efficient technologies, without compromising features or performance. Canon multifunction devices have received ENERGY STAR awards for cost- and energy-saving features.

#### Reduced warm-up time and heat usage

imageRUNNER ADVANCE systems feature key printing elements that can heat up quickly and print at lower temperatures, which results in reduced costs and less wait time for staff to begin using the devices.

#### Recycle-conscious designs

Canon development teams consider all stages in each product's life cycle, striving to maximize the use of plastics that have already been introduced into the environment wherever possible.

#### Better scanning with less energy

Scanning continues to be a large part of the financial industry. Canon provides the technology in imageRUNNER ADVANCE devices necessary to reduce scanning power consumption by up to 75% over other models.

#### Smaller, lighter products

Canon strives to make its products the very smallest and lightest available, which reduces the amount of energy needed for transportation from the factory to your facility.

#### One-watt sleep modes

With one-watt Sleep mode, imageRUNNER ADVANCE devices can lower energy consumption even when the device is not in use, helping to keep costs down.

#### Toner cartridge recycling

To help support your facility's local recycling efforts, a plastic resin code is engraved on each toner cartridge. In the event that Canon plastic toner cartridges can't be recycled locally, Canon also offers a collection program.

#### Reducing waste

Canon enables you to implement smart printing policies, such as secured printing, default duplex printing, and fax forwarding to help reduce paper usage and waste.

Canon is proud to offer EPEAT registered products, helping governments, businesses, and individuals identify solutions that can help reduce their environmental impact.





## Advanced solutions for today's financial environment

Today's banks and financial services organizations are under greater pressure than ever to be more productive and more secure, while complying with more regulations. With products that help increase efficiency, improve customer information, control costs, and ensure compliance and security, Canon has the solutions to help financial services organizations meet new and emerging challenges.



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