# 6 WAYS
# ECM CAN HELP

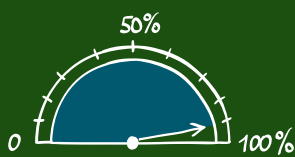## GOVERNMENT OVERCOME COMMON CHALLENGES

Government budgets are slowly trending up, but that doesn't mean they will be anywhere near their pre-recession levels anytime soon. It is more important than ever for government agencies to continue to find innovative solutions to their ongoing resource challenges. Enterprise content management (ECM) is one of those solutions. This infographic highlights six common government challenges and how ECM can help make transformative changes to overcome them.

**01**

## DO MORE WITH LESS MONEY AND IN LESS TIME

**90%** OF GOVERNMENT LEADERS BELIEVE **REDUCING PAPER** WOULD SAVE THEIR AGENCY MONEY.
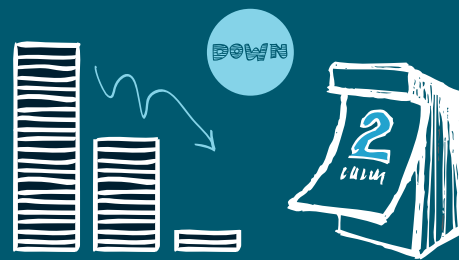
50%
0    100%

GROWTH

☑ Reduce process times for typical tasks

☑ Handle increasing workloads with the same staff

**02**

## REDUCE PAPER

**89%** OF GOVERNMENT LEADERS **AGREE REDUCING THE AMOUNT OF PAPER IN DAILY OPERATIONS IS IMPORTANT.**

DOWN

☑ Reduce or eliminate paper

☑ Eliminate annual storage costs, file cabinets and paper purchases

**03**

## INCREASE TRANSPARENCY AND OPEN GOVERNMENT

**40%** OF GOVERNMENT LEADERS BELIEVE **INCREASED ACCESSIBILITY IS THE TOP ADVANTAGE OF GOING PAPERLESS.**

☑ Make public documents available 24/7 through Web-based, self-service access

☑ Enable employees to go to 1 location to find answers for constituents

**04**

## MEET THE NEEDS OF CONSTITUENTS AND EMPLOYEES

**72%** OF GOVERNMENT LEADERS SAY REDUCING PAPER **WOULD ENABLE BETTER CONSTITUENT SERVICE.**

120 MINUTES
10

☑ Reduce in-office wait times

☑ Complete field work faster with mobile devices and access to documents

**05**

## COMPLY WITH MANDATES AND REGULATIONS

ON AVERAGE, AGENCIES SPEND **260** MINUTES PER DAY **MEETING PUBLIC RECORDS REQUESTS.**

260

☑ Comply with ever-changing public records requirements without adding more storage

☑ Reduce filing and constituent wait time for records requests with central records repository

**06**

## ELIMINATE DUPLICATIVE WORKFLOWS

ON AVERAGE, AGENCIES SPEND ABOUT **1,000** MINUTES PER DAY **COPYING PAPER DOCUMENTS.**

☑ Eliminate photocopying, filing and printing

☑ Eliminate manual data entry with capture tools and electronic forms