Process Fusion 360

Cloud Digital Mailroom

Workflow
Re:magined

Automate, Digitize & Distribute Mail

PF 360 Capture is a secure digital mailroom platform that serves as a single point of entry for all incoming physical and digital documents. It uses machine learning to automate, standardize, and streamline mail and document-driven business processes—giving you complete visibility into how data moves throughout your organization, both physically and digitally.

As the starting point for capturing critical business information, PF 360 Capture acts as the catalyst for downstream workflows. Yet many organizations still rely on outdated, paper-based processes that are inefficient, insecure, and costly—making it difficult to keep pace with today's evolving workplace demands.

Looking to modernize your operations? Implementing a digital mailroom is a powerful first step in your digital transformation journey.

Key Benefits

Reduce Document Processing Time
Accelerate the handling of all incoming documents—both physical and digital—while enhancing decision-making with faster access to accurate information.

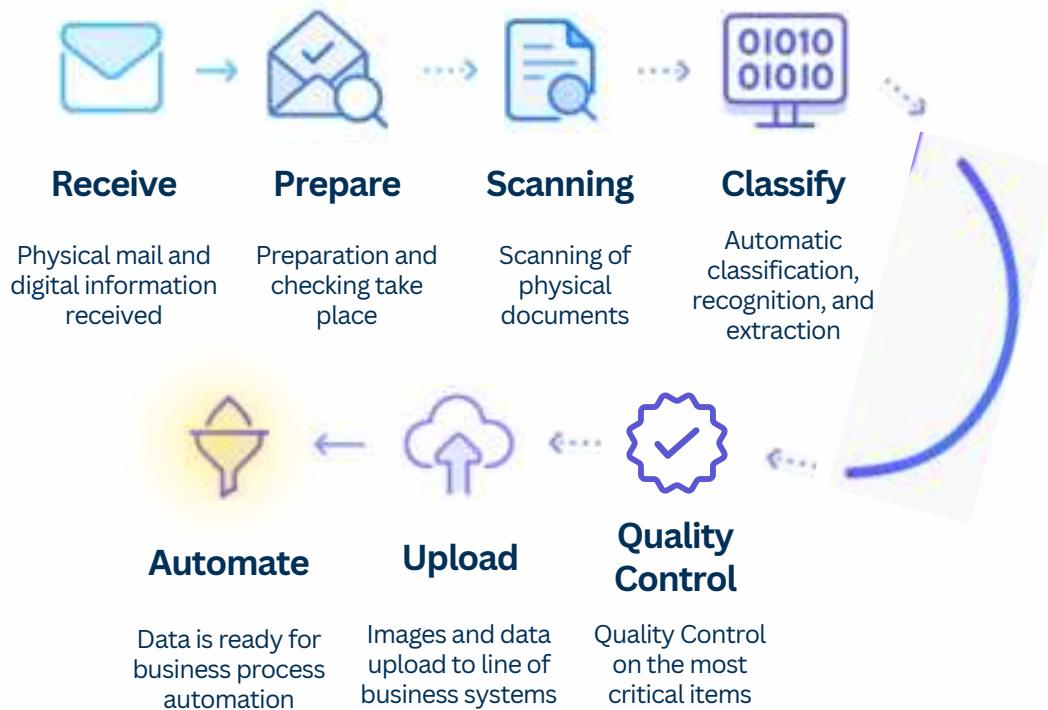### Protect Sensitive Business and Customer Data
Strengthen compliance and traceability with built-in controls and checks that safeguard critical data and support corporate governance policies.

Lower Costs, Increase Agility
Cut errors, streamline communication, and free your team to focus on what matters through automation and smart integration.

How It Works

PF 360 Capture's digital mailroom provides instant visibility into essential business process data. As the starting point for downstream workflows, it ensures critical information is delivered swiftly and seamlessly to where it's needed most.

Receive → **Prepare** ⇢ **Scanning** ⇢ **Classify** ⇢

Receive	Prepare	Scanning	Classify
Physical mail and digital information received	Preparation and checking take place	Scanning of physical documents	Automatic classification, recognition, and extraction

Automate ← **Upload** ⇠ **Quality Control** ⇠

Automate	Upload	Quality Control
Data is ready for business process automation	Images and data upload to line of business systems	Quality Control on the most critical items

Features

- Capture documents from various sources including mobile devices, EDI systems, web portals, email, electronic fax, and MFPs.
- Transform incoming data using technologies such as Optical Character Recognition (OCR), Intelligent Character Recognition (ICR), Optical Mark Recognition (OMR), form extraction, document classification, and AI/NLP.
- Process documents through robotic process automation (RPA), conversational AI and chatbots, as well as digital workflows using e-forms and e-signatures.
- Manage the lifecycle of documents by securely classifying, organizing, and storing them, with support for content-level collaboration, version control, and integration with core business systems for 360-degree visibility.
- Deliver information through multiple output channels including mobile, EDI, email, electronic fax, enterprise content management platforms, and core systems such as ERP, SIS, CRM, and HCM, as well as secure FTP.

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