

Paperless Paperwork is a Reality

The best way to manage New-hire Paperwork, Evaluations, Annual Contracts, and more!

SmartForms Advantages:

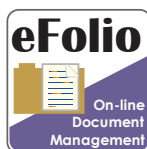
- Any and *All* documents can become SmartForms
 - Examples:
 - On-Boarding Documents
 - I9, W4, Direct Deposit, *-Everything*
 - Evaluations
 - With advanced workflows
 - Annual Contracts and Letters of Intent
- Auto-fill of fields saves time and are 100% readable
- Auto-routing ensures SmartForms flow to appropriate staff for review
- Advanced Security & Privacy
- Automatic filing in on-line Records system



Smart People use SmartForms!

- **Automated Forms Processing:** Increases efficiency and data accuracy
- **Reduce paper handling:** 100% reduction in filing tasks, it's all digital!
- **Data Gathering:** SmartForms store the data provided by the recipient; great for reporting and analysis
- **Archival Management:** WinOcular stores a permanent version of *every* SmartForm
- **Save Money:** Significantly reduce expenses on supplies like paper, folders, staples, toner, & paper clips
- **Save Time:** Never again print & organize New-hire packets, Never again print & organize annual Contracts, Evaluations can be done using Tablets, laptops
- **Advanced Security:** SmartForms are securely accessed by role
- **Zero Physical storage needed:** SmartForms are Digital. You never have to file a SmartForm!
- **Organize and Improve the Workplace:** Less labor, a tidier work space = better work environment
- **Go Green:** Environmentally, it's the right thing to do

More Paperless Paperwork Solutions From CCR, Inc.



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