

Intalio Correspondence

Experience Intelligence & Precision

An Intalio **Platform™** Product



intalio

| Your Digital Transformation Partner

Top Enterprise Correspondence Challenges

Ineffective Communication

Lack of clear workflows for different correspondence types causes operational breakdowns.

Volume Overload

High influxes of messages overwhelm staff and create cluttered systems & workplaces.

Manual Classification Errors

Unstructured tagging and indexing make correspondence difficult to locate and retrieve.

Tracking Gaps

Absence of unified reference numbering disrupts traceability and hinders full lifecycle tracking.

Security Vulnerabilities

Weak access controls and encryption expose sensitive information to misuse.

Compliance Complexities

Fragmented tech solutions create inconsistencies and raise regulatory barriers.

Intelligent Correspondence Processing

Intalio Correspondence: Impact of AI-Driven Correspondence Management

Accelerated Response Time

Automated routing and tracking drastically reduce delays and ensure timely communication handling.

Accelerated Search & Retrieval

Enable teams to quickly search and retrieve enterprise correspondence, surfacing relevant content for greater business agility.

Strengthened Regulatory Compliance

Meets strict audit, retention, and documentation standards required by laws and governance bodies.

Fortified Correspondence Security & Control

Enterprise-grade protection safeguards access, authenticity, and traceability of all correspondences.

AI-Powered Correspondence Operations

AI assists in categorisation, summarisation, and tracking for faster insights and decision-making.

Increased Team Efficiency

Cross-department and enterprise communication becomes seamless with shared access, task delegation, and centralised tracking.

Intalio Correspondence : Correspondence Lifecycle Reshaped



AI-Powered Correspondence Management

Correspondence Capture:

Captures from any source such as email, scanners, bulk import, drag-and-drop & others.

Detailed Classification:

Uses metadata, naming conventions, & rules for efficient indexing & retrieval.

Smart Search: Provides intelligent metadata tagging & a strong search interface for full-text search, field filtering, & query saving.

Version Control & Audit Trails:

Tracks modifications, secures versions, and generates logs with detailed audit trails.

Security & Access Management:

Enforces roles, policies, and encryption for Correspondence to secure access & compliance.

Workflow & Automation:

Streamlines correspondence via intelligent automation, structured workflows, & centralised tracking.

Centralised Administration:

Manages organisational chart, users, permissions, templates, classifications, & security policies from one control panel.

Business Security Tools:

Applies watermarks, digital signatures, and barcodes for authenticity, trust, and traceability.

AI & Smart Assistants: Employs semantic search, contextual suggestions, audit storytelling, auto-tagging, content queries, summarisation, and more.

Universal Viewer: Provides a built-in, advanced document and image viewer, eliminating the need for external applications.

A Signature Experience

70% to 80%

of enterprise information is unstructured and fragmented.

52%

of organisations report having three or more document management systems in place.

22%

productivity loss is reported due to Correspondence - related challenges.

72%

of enterprises globally have adopted digital documents solutions to enhance operational efficiency.

50%

is the time potentially cut by using intelligent document processing (IDP) solutions.

99%

is the potential accuracy rate that can be achieved by using IDP.

Why Intalio Correspondence?

Highly Configurable

Defines workflows, access rights, correspondence categories, and routing paths easily—without technical expertise..

Intelligent Enterprise Search

Provides a powerful search engine, techniques and interface to quickly extract contextually relevant data.

Ease-of-Use & Adoption

Provides multilingual experiences, intuitive navigation with latest UX design principals.

Flexible Deployment

Can be deployed on-premises, cloud, or via hybrid deployment models.

AI-Powered Operations

Uses AI to classify, suggest, summarise, and automate correspondence actions as per organisation-specific needs.

Enterprise-Grade Security

Provides role-based access control, full audit trails, e-signatures, watermarks, barcodes with full encryption.

Low-Code/No Code Tools

Builds and accelerates workflow customisations and updates with no or minimal coding.

Continuous Updates

Enriched with a roadmap for continuous enhancements in features, usability, and more.

Integrated Archiving & Retention

Provides built-in archiving rules & retention policies ensure proper lifecycle management, enabling easy retrieval & compliance.

Full Lifecycle Visibility

Offers advanced & full monitoring and tracking with real-time updates, reference numbers, historic logs, and more.

Ready for Integration

Equipped with universal connectors & API catalogues to integrate with third party systems and services.

An Intalio Platform™ Product

Runs on a Microservices-based architecture & easily integrates with Intalio Platform™ products.

Intelligence. Precision. Compliance.

About Intalio Correspondence

Intalio Correspondence is an AI-powered correspondence management system that automates the flow of inbound, outbound, and internal correspondence across the enterprise. It is designed to intelligently capture, record, index, e-sign, transfer, track, publish, and archive large volumes of both electronic and physical correspondence with precision.

It enables organisations to centralise, control, and secure correspondence exchanges with the aid of smart assistants, advanced search, and innovative storytelling – enabling streamlined communications, adherence to organisational governance, and enhancement of operational efficiency.

With low-code/no-code capabilities, an intuitive interface, and advanced GenAI, it automates the entire correspondence lifecycle. Easily configurable, it supports on-premises, cloud, and hybrid deployments, and integrates seamlessly with third-party ecosystems.

Intalio Correspondence is part of the fully integrated Intalio Platform™ suite of products designed to automate, integrate, and control the journey of data, content and processes in the enterprise.

Contact Us for a Demo

info@intalio.com
www.intalio.com



intalio

| Your Digital Transformation Partner