

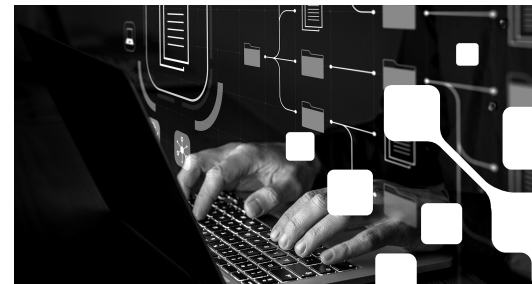
Your Search is Over

Nearly every business runs on documents, from billing, taxes, human resources, payroll, and much more. It's necessary to meticulously organize these documents so they can be easily accessible at a moment's notice. However, with so many documents coming and going through your office, human error is inevitable. Complicated filing systems, dozens of files to manage hourly, and ineffective organization methods (physical or digital) means that documents will get misfiled.

According to McKinsey, office professionals can waste 1.8 hours each day searching for and gathering information. The costs for lost time are further multiplied by misfiled documents. Some documents can be lost for good, and that's more than just an inconvenience when legal compliance requirements are applied.

Customize Your Search For Precise Results

It's Revver's mission to ensure that every user doesn't waste time searching for documents that should be at their fingertips. We do this by providing multiple ways to find the information they need: A sophisticated and intuitive organization system, an intelligent search engine that helps users to find their essential documents, advanced search parameters that enable metadata search (with the ability to save your search parameters for later), and OCR enabled full-text search for finding keywords in any document type.



Our **Search Engine** helps you easily find what you need when you need it, only returning relevant results based on the search terms entered. Revver's search function also comes standard with **Advanced Search** capabilities that enable you to refine your searches so you only get the results you want. This allows users to add modifiers in their search, such as looking within certain containers, file types, associated users, dates created or modified, and metadata. Searching by specific terms or metadata is a great way to narrow your results and eliminate irrelevant results.

Plus, Revver goes even further with its search functionality by allowing you to **save your searches** based on the filters and parameters you entered, so you don't have to recreate them in the future if you need to reuse the same search parameters.

But what about PDFs, images, or similar files? Revver comes standard with **OCR capabilities**, meaning that any PDF saved in Revver will be indexed and made available for full text search, so you won't have to leave PDFs behind in your search. It's just one way that Revver makes it easy to find the documents you need, regardless of file type.

Search For Items That Aren't There

Another advanced feature unique to Revver is **Missing Item Search**. If you'd like to know what folders are missing documents that should be there, you can easily check multiple folders or drawers for items that should be in them. This enables you to search for documents, even if they aren't actually in Revver.

Set Up For Success

Revver also comes equipped with filing, sharing, and automation tools that can make sure that everything gets filed where it needs to go. Combined with Revver's searching capabilities, you'll never again have to pore through endless folders to find that elusive document.

Don't rely on standard file explorer interfaces that only allow you to search by the file name or a handful of other specific categories. Revver makes sure all of your files are at your fingertips so you don't spend your valuable time finding what you need. To learn more about how Revver can help you, contact your representative today.