# Transform how you convert documents



Support your teams to spend less time on document processing with a centralised conversion platform







When you work with documents, you know that changing them into the most usable format is time-consuming.

Converting PDFs into an editable file, translating documents into other languages, or switching between text and audio formats are all important but take time.

Ethos Hub is a set of document productivity tools that allow you to convert, edit, redact, translate, and transcribe - all in the same place and with less manual input.

The single, secure platform for document conversion is available on your Multi-Function Device (MFD) and your desktop PC, laptop, or mobile device.

Choose from one of many workflows, then send the document on its way – to a colleague or customer – to keep your processes smooth and your teams more efficient.

# Meet the ethos workflows



**CONVERT** PDF and popular Microsoft formats for easier editing and shareability



TRANSLATE documents in 40+ languages in the same layout and file format



**TEXT TO SPEECH** creates audio files from written reports, proposals, and emails



HANDWRITING TO TEXT turns notes from a PDF, PNG, or JPEG into a digital file



**REDACT** personal, identifiable information with pre-set words or phrases



**TRANSCRIBE** audio files from meetings into editable text, ready in minutes\*



**CONVERT AUDIO** changes the format of audio files for compatibility\*

## The benefits of using et a



### **Budget Control**

An all-in-one, low-cost platform. Add unlimited colleagues to Ethos Hub and only pay per usage, per workflow, replacing the need for annual subscriptions for document conversion.



### **Flexibility**

Convert a document on any device at any time - PC, mobile or tablet- in the office on an MFD, at home or on the move.



### **Time-Saving**

Complete workflows in minutes instead of hours using software enabled by artificial intelligence and machine learning technology.



#### Customisable

Add a bespoke document workflow to match your teams' specific needs, developed by us, to meet your brief.



#### **Productivity**

Create more output with fewer resources. Produce language versions of a PPT, Word Doc, or PDF without losing the formatting. Accurately redact documents using pre-sets.



### Accessibility

Improve document access for all staff with the Text to Speech workflow.



#### How to use Ethos Hub

You can access Ethos Hub on multiple devices at any time in the office, working remotely, or on the move.

Login to Ethos Hub on a MFD or at Step 1 www.ethos-hub.co.uk

Step 2 Select a document workflow

**Step 3** Select an output destination

**Step 4** Scan or upload a document

1-page document using 1 workflow = 1 page 2-page document using 2 different workflows = 4 pages 5 minutes of audio = 1 page

ethos & document security



Ready to streamline how you convert documents? Get in touch with our team.

