



DMS & AI: structure meets intelligence

In this whitepaper, we present the most **important features and functions** that modern document management with **AI agents** should offer.

This checklist will help you make an **informed decision** and select a document management system that best suits your requirements. Additionally, the checklist includes **practical examples** for each main point that illustrate the **specific benefits** of AI features in document management – including initial situations, solutions, and the resulting **advantages**.

more efficiency through intelligent document processing

AI not only enables the automated processing and structured filing of documents, it also provides for intelligent categorization, recognition of information and metadata, automated checks and deadline monitoring. This significantly increases the efficiency and accuracy of your work processes.

efficient. intelligent. cross-departmental.

easy DMS brings structure and speed to your document processes – from capturing and distributing to editing and archiving.

With AI-powered document management, collaboration between departments becomes not only easier but significantly more productive.

As digitalization expert and leading ECM software manufacturer, easy has since 1990 stood for legally compliant, digital archiving and efficient, automated business processes. Over 5,400 customers in more than 60 countries and all industries rely on our company and our strong partner network.

Our first-class archiving, ECM, DMS, P2P and HCM software solutions & services form the digital center for data-based intelligence and make people, companies and organizations successful. easy is part of conrizon AG, the European holding company for market-leading ECM brands such as PROXESS, HABEL, and Shareflex.

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If you would like more information about our solutions, you can contact us directly. Simply use the form. We will be happy to help you.





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A Practical Example: Clarifying Liability Issues in a Contract

Targeted querying of complex contracts in natural language.

The AI delivers **precise answers to various question types** (e.g., liability amount, deadlines), thereby increasing the legal accuracy of the review.

Initial situation: The legal department needs to quickly review a highly complex supplier contract (100+ pages) for specific liability risks and termination periods. Manual searches are too slow and prone to errors.



Solution with AI-Powered DMS

The legal team member asks their questions **directly in natural language** to the contract within the DMS:

- Targeted Queries:** Questions like "What is the maximum liability amount for slight negligence?" or "When was this clause last amended?" are entered.
- Question Type Processing:** The AI understands and answers various question types (value queries, yes/no questions, how-questions).
- Continuous Learning:** The AI learns from legal terminology and internal guidelines to continuously improve the accuracy and legal precision of its answers.

Benefits:

- ✓ Critical information is found **in seconds**, significantly reducing processing time
- ✓ The AI provides **precise answers** along with the corresponding reference in the contract.
- ✓ Legal professionals can immediately concentrate on **reviewing the critical clauses**.

Download our free checklist now and start the evolution of your digital document management.

[read now](#)

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