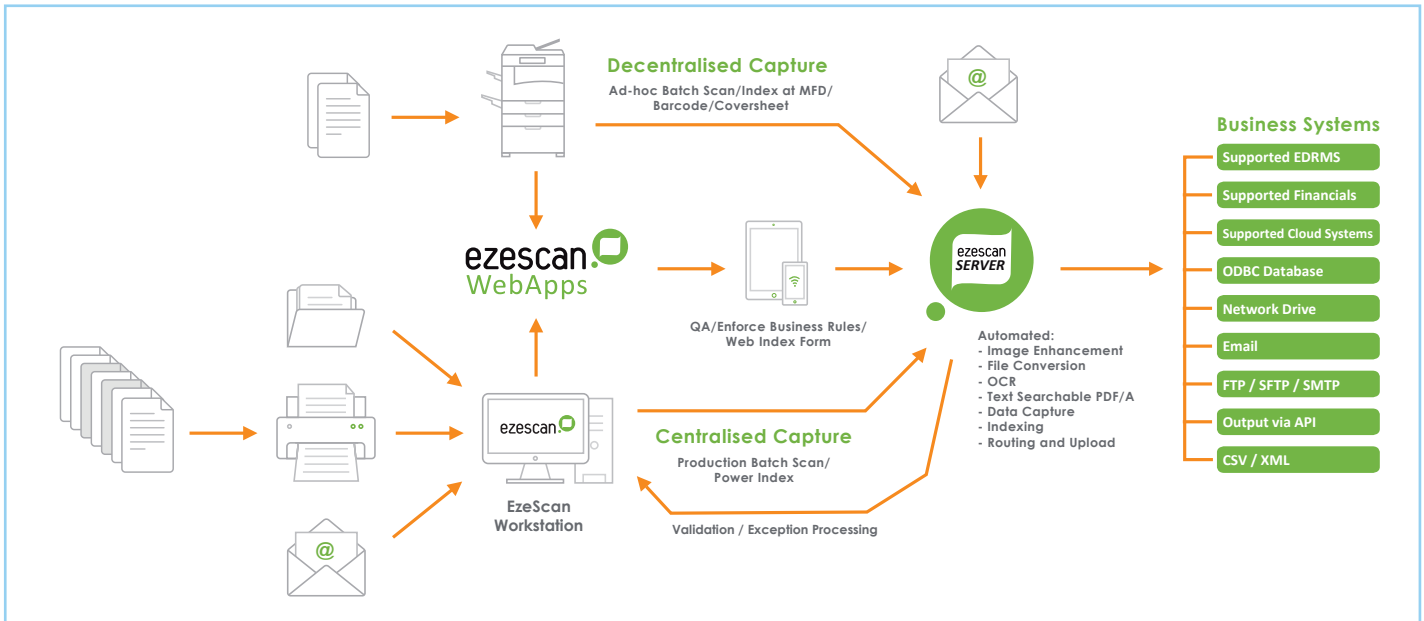


Extended Functionality

EzeScan SERVER comes standard with the BCR, INDEX, OCR and UPLOAD modules. EzeScan SERVER can also provide Forms Processing capabilities utilising data capture technologies such as OCR/OMR and smart templates (DISCOVERY). Scan processing bottlenecks can be significantly reduced by automating what is traditionally a labour intensive task. Exceptions can be routed for subsequent verification processing on an EzeScan index/verify workstation. Utilising the optional EzeScan AUDIT module in conjunction with EzeScan SERVER, organisations are able to produce detailed processing reports to assist in cost recovery.

Workflow Scenarios



File folder conversion

EzeScan SERVER can poll folders on a network drive and convert documents into a text searchable PDF and output to another folder. The import and output folder structure can be replicated. Suitable for customers with a backlog of documents that need to be converted to PDF or who have a multi-function device to be monitored (polled) and the documents converted to PDF and output to a folder for access by end users.

Route to end user

EzeScan SERVER can route documents to an end user via email, a network drive, a printer or an FTP Server. EzeScan SERVER can utilise barcode coversheets or documents with separator coversheets and then run rules based on the barcode values or coversheet information.

Upload to EDRMS

EzeScan SERVER can route documents to one of its supported EDRMS or to a database. EzeScan SERVER can interpret information from a barcoded coversheet or import metadata taken from the MFD interface and then upload the document and metadata to any supported EDRMS.

Workgroup Capture

Users simply scan their documents to email at any MFD or digital sender. EzeScan's optional WebApp Server intercepts the email and sends an automated email notification to the user. Users follow the URL link to view the documents in their web browser, check the quality of the image, add/modify any metadata and submit each document to the next stage of processing. The processed files and metadata are picked up by EzeScan SERVER and automatically uploaded to any supported EDRMS.

Production segmented

Documents processed in a production environment using EzeScan desktop software can be submitted to EzeScan SERVER to carry out automated background processing including, OCR, PDF/A conversion, data capture and upload to supported EDRM system. Alternatively documents can be submitted to the optional EzeScan Remote Indexing Assistant (RIA) WebApp for workflow users to add or check metadata prior to upload to any supported EDRMS.