

# ezeScan SERVER



EzeScan SERVER provides highly automated document digitisation functionality for both your workgroup and workflow document processing requirements including: Image Enhancement, File Conversion, OCR / Text Searchable PDF/A, Data Capture, Document Routing.

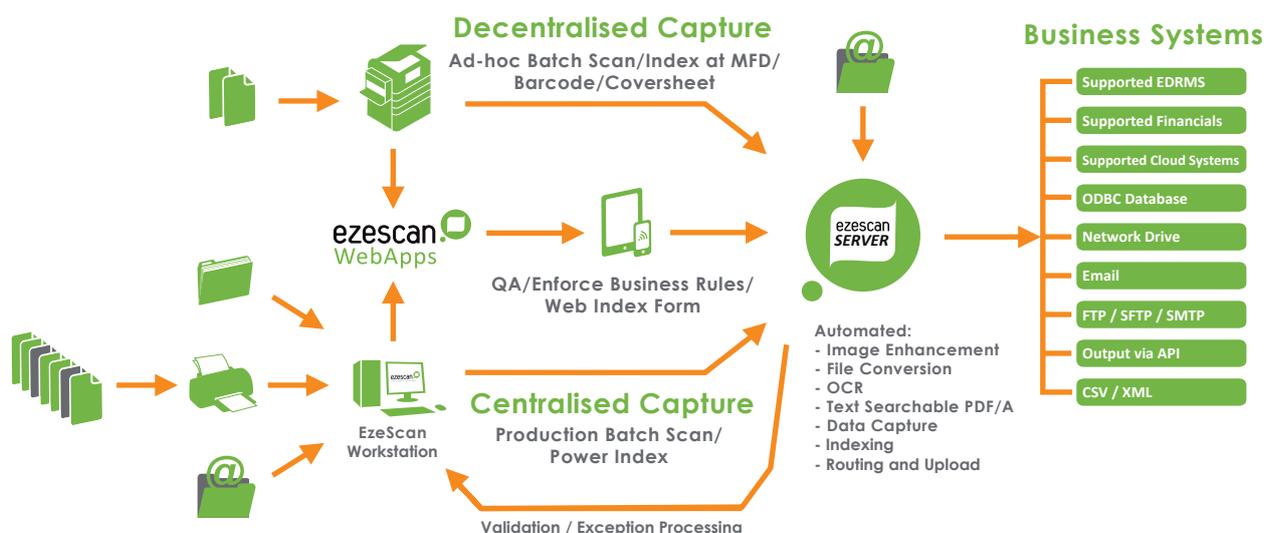
As an enterprise digitisation platform EzeScan SERVER can align your business processes and satisfy your standards, governance and compliance requirements. With one product you can unify the capabilities of all your capture devices with your business needs whilst at the same time making it effortless for your staff to capture and process documents.

## Easy to use

EzeScan SERVER watches for incoming documents from multiple sources, e.g. network folders, email mailboxes, FTP Servers or EzeScan WebApps. When a document arrives, EzeScan SERVER can detect barcodes or import metadata information and process and route the document accordingly. EzeScan SERVER can upload the document and metadata to one of its supported Integrations\* or simply store documents in a network folder or forward them via email.

Multi-function devices or dedicated scanners can be used to provide documents to EzeScan SERVER for processing. Depending on the device functionality, the operator can add metadata at the time of scanning or utilise the optional EzeScan Remote Indexing Assistant (RIA) WebApp. EzeScan SERVER can use this metadata to populate fields in the EDRMS or server location.

Documents can be processed individually or in batches, giving your organisation a cost effective and flexible decentralised capture solution. In centralised production workflows, EzeScan SERVER can be utilised for background OCR processing, PDF/A conversion and upload. Production operators can also route to other users via the optional EzeScan Remote Indexing Assistant (RIA) WebApp for staff to contribute to the indexing workflow.



## \*Supported Integrations

Aconex, Blackbauds The Financial Edge, Blackbauds The Raiser's Edge, Box, Civica Authority, DocuWare, Dropbox, FTP, FTPS, SFTP, Google Drive, HP TRIM/RM/CM, iManage Work, Infor Pathway, InfoRouter, Laserfiche, Leap Legal Practice Management (Requires a third party ODBC driver), M-Files, Magiq Documents, Micro Focus Content Manager, Microsoft One Drive, Microsoft SharePoint, MYOB AccountRight Live, MYOB AccountRight Classic V19 (Requires MYOB ODBC driver), Objective, ODBC compliant databases (e.g. Oracle and SQL Server), OpenText Content Suite, OpenText eDOCS DM, POP3 / SMTP / IMAP, RedbrickPM, Sage 200, 300, Shexie Medical System, TechnologyOne ECM, TechnologyOne Financials, Therefore, WebDAV compliant systems, Xero, Xerox DocuShare, Others via Plugin API Interface.

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## Optional Modules

EzeScan SERVER can also provide Forms Processing capabilities utilising data capture technologies such as OCR/ICR/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 scanning reports to assist in cost recovery.

## EzeScan SERVER Scenarios

<b>Example 1.0</b> <i>File folder conversion</i>	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.
<b>Example 2.0</b> <i>Route to end user</i>	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.
<b>Example 3.0</b> <i>Upload to document Management System</i>	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.
<b>Example 4.0</b> <i>As decentralised scanning solution for workgroup MFD Users</i>	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.
<b>Example 5.0</b> <i>Production segmented workflow</i>	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 EDM 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.

## EzeScan SERVER module configuration

EzeScan SERVER comes standard with the following modules:

➔ BCR   ➔ INDEX   ➔ OCR   ➔ UPLOAD

## Optional modules

EzeScan SERVER optional modules include:

➔ AUDIT   ➔ DISCOVERY   ➔ ERC   ➔ ICR   ➔ IDR   ➔ MICR   ➔ OMR

## The EzeScan Advantage

EzeScan provides fast, cost effective business solutions including simplified back scanning, automation of invoice processing, forms data extraction, mailroom/correspondence automation and highly integrated EDRMS imaging. Compatible with all major scanners and with thousands of installations in Australasia, North America, EMEA and the UK, EzeScan is your ideal production batch capture solution.

## Who is Outback Imaging?

Outback Imaging is a research and development company specialising in document capture and business process automation. EzeScan is Outback Imaging's flagship document capture product suite. Our products enable clients to substantially reduce the cost of deploying data capture and information processing solutions for unstructured, semi structured, structured hardcopy and electronic documents including email.

**To request an evaluation copy of EzeScan or to see a product demonstration please contact your local EzeScan representative.**

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