

B R O C H U R E



*Work Like Tomorrow.™*

## EMPOWER PRODUCTIVITY WITH SMART DOCUMENT CAPTURE

KOFAX ECOPY SHARESCAN™

**KOFAX**



## ELIMINATE DOCUMENT BOTTLENECKS. IMPROVE YOUR BOTTOM LINE.

As organizations move toward electronic transactions, documents are often printed, annotated, copied and communicated via PDF and paper. Paper-based information is hard to manage. PDF documents are inflexible and difficult to edit without the right tools. Inefficient document handling can slow your business, preventing you from closing sales, solving a customer problem or getting products out the door. Those bottlenecks cost your organization money and waste time and could be costing you customers.

With access to mobile devices with high resolution cameras and powerful multi-function devices (MFDs) scan documents at high speed and turn them into shareable documents. But can you scan them or take pictures of documents and then route them, secure them, and share them with the right people in the right places—at the touch of one button?

There's a new movement afoot with the rise of "learning workers." A learning worker is more valuable to an organization because they adapt with the changing workplace. They're mobile, think for themselves, easily learn how to use new tools that help them work faster, collaborate and aren't afraid to independently adjust business processes to be most effective. They need to work anywhere and have information available everywhere. Digitization of documents is the name of the game. Are you giving your learning workers everything they need so your organization can reap the benefits?



### CAPTURE

From any  
multifunction device



### PROCESS

Enhance, extract, batch convert,  
recognize, or export as a  
Microsoft Word or Excel file



### COLLABORATE

Upload, save or send files  
that work with virtually any  
backend system

Kofax eCopy ShareScan makes  
processing documents easy and  
automates your important workflows,  
making complex tasks simple.



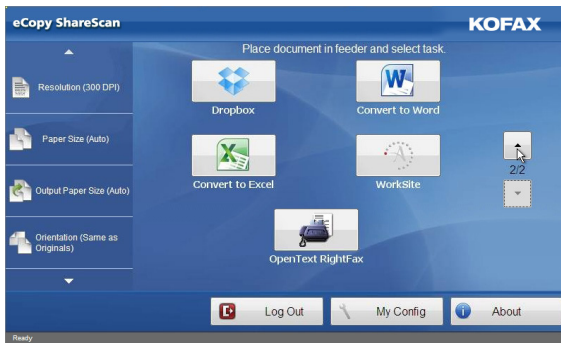


## ONE BUTTON GETS DOCUMENTS ONTO YOUR BUSINESS INFORMATION HIGHWAY.

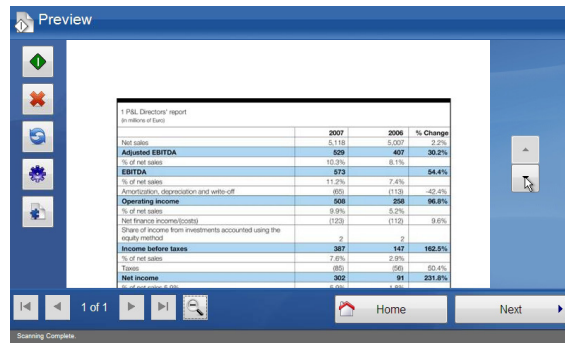
Employees can quickly on-ramp documents to all the destinations they require with the push of a button. eCopy ShareScan features the easiest way to get fast, error-free documents scanned and converted to formats that make your business run smoothly. You can scan multiple documents into a single document right at the MFD.

With eCopy ShareScan you get the best experience possible with an optional document preview on the screen, type-ahead lookups, and the rapPIDTM “remember me” feature that makes it even easier to scan documents over and over again with the same settings.

Speed things up with eCopy ShareScan’s easy-to-use workflow buttons



Use eCopy ShareScan’s preview feature to help avoid wasteful errors



## NOTHING WORKS BETTER WITH MICROSOFT OFFICE 365 THAN ECOPY SHARESCAN.

When you log-on to your computer on a Microsoft network your PC desktop looks the way you set it and you are connected to all the systems you are supposed to be able to access to get work done. It’s familiar because it’s your workspace. eCopy ShareScan works exactly the same way on the MFD. It’s the ultimate document workflow solution for Microsoft Office 365 because it integrates seamlessly with Microsoft Active Directory Services for secure log-in and personalized workflows. It converts scanned documents into Microsoft Office formats, and connects directly to Microsoft Outlook, OneDrive and SharePoint.

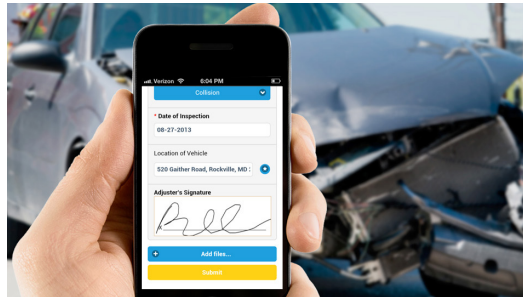
eCopy ShareScan features the highest accuracy possible when converting documents to Microsoft Word, Excel, and PowerPoint. Your documents will look just like the originals with all columns, graphics, headers and footers available for you to edit as if you created your documents from scratch on your PC. That can save you hours of retyping and designing your documents over. What can be easier than that?



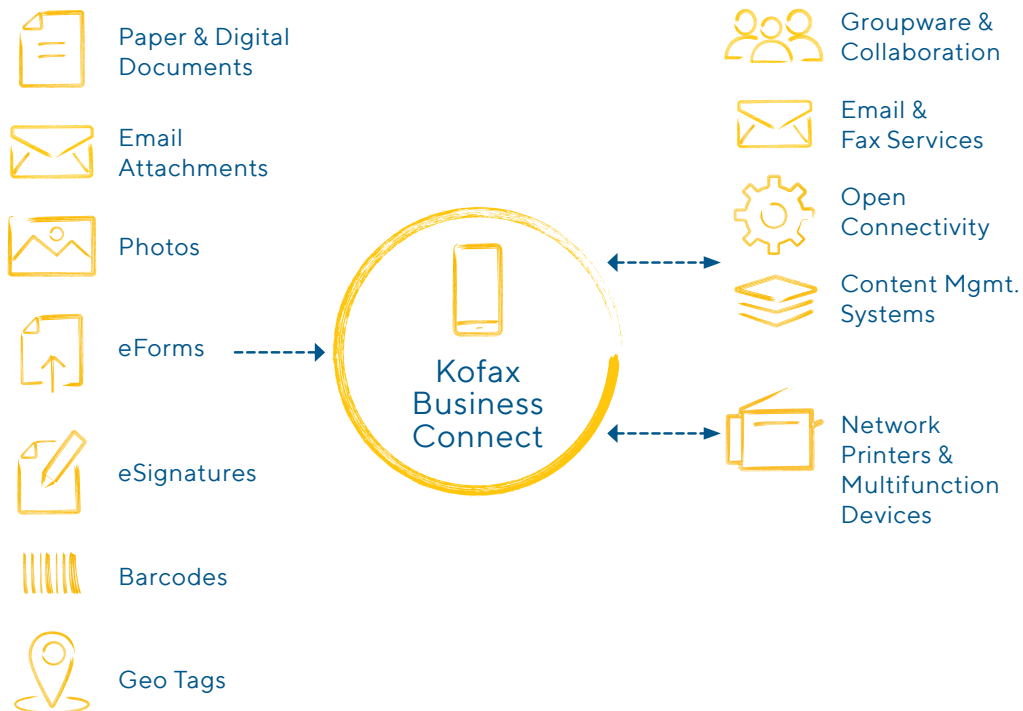


## EXTEND THE USE OF MOBILE DEVICES. ENABLING “LEARNING WORKERS” ANYTIME, ANYWHERE

eCopy ShareScan integrates with the optional Kofax Business Connect mobile application. The same workflows that appear on your MFD is extended to mobile devices to capture documents to the same destinations with familiar eCopy workflow buttons.



But Kofax Business Connect is much more than that. With the added ability to capture documents with the mobile camera, you can add data with form overlay capabilities and have customers sign documents immediately, increasing staff productivity and customer satisfaction. This makes your mobile workforce more productive and allows them to perform critical tasks from their mobile device.



## THE EASIEST TO SET UP AND CONFIGURE. VERSATILITY AND POWER AT EVERYONE’S FINGERTIPS.

Kofax eCopy ShareScan dramatically improves the versatility of multi-function devices and the mobility of document capture. No other network document capture solution can be installed and configured faster so you be up and running in a matter of minutes. Employees and department managers can create personalized workflow buttons for scanning to specific folders as they are created, in real time, with no need to involve IT or network administrators. Workflow buttons can be shared and members of the group can be expanded or removed as required. ShareScan does all this while preserving security, scalability, and high availability as core strengths. In short, eCopy ShareScan streamlines and secures document-centric business processes through the science of simplicity.



## SHARE AND COLLABORATE.

With the push of a button, eCopy ShareScan connects the user experience at the MFP with the most popular directory, email, fax, and collaboration systems.

These connectors give users access to the features they need to make sure documents are moved into electronic workflows instantly, saving time to get transactions processed, documents delivered, or to share content among teams.

- Microsoft Exchange
- Microsoft SharePoint
- Microsoft SharePoint Advanced
- Microsoft SharePoint Online
- Cloud Pack:
- Microsoft OneDrive
- Google Drive
- Dropbox
- Salesforce
- Quick Connect Customizable connector without programming that allows you to distribute documents to multiple locations at once, including folders, Web sites, databases, and document management systems
- ACT
- OpenText Content Server (Livelink)
- OpenText eDOCS Edition
- OpenText Fax Server, RightFax Edition
- Autonomy iManage Workspace
- EMC Documentum
- Xerox DocuShare
- Exact Synergy Enterprise
- DocuWare
- Sage 50 Accounts
- HP Trim

### The best way to scan to PDF. Do more with documents at your PC desktop.

With scanning, the destination is often where the journey begins. According to InfoTrends, over 50% of companies reporting scanning to PC desktops from MFDs. Why? Because collaboration starts with making changes to documents, adding comments, additional pages or content and more. eCopy ShareScan, as part of a total solution, addresses these challenges in two ways.

First, eCopy ShareScan turns paper documents into the best PDF versions of those documents so sharing, searching and collaborating is easy and accurate. eCopy ShareScan uses the highest OCR accuracy possible to recognize all the words in your scanned document and adds them to your PDF file. Now that PDF becomes searchable to desktop PDF applications, Microsoft Windows desktop search and your document management systems.

Second, eCopy ShareScan Elements Office and Suite come with a powerful PDF editor for Windows PCs eCopy PDF Pro Office that is optimized for business professionals who need to edit any kind of PDF document PDF Pro Office integrates with the MFD using a unique inbox that puts scanned content – from the MFD down the hall – just a mouse click away in the system tray on the user's desktop.

### A complete pdf solution for business

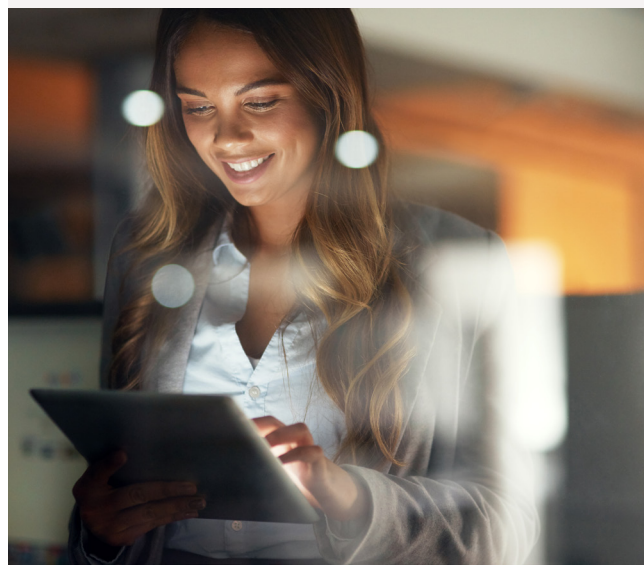
eCopy PDF Pro Office lets you create 100% industry-standard PDF files directly from any PC application that can print.

You can effectively share ideas with a full complement of annotation, stamping, redaction and drawing tools. Combine files and remove or replace pages. Select pages from a source document—Word, Excel, PowerPoint, WordPerfect, XPS, JPG, BMP, or TIF—to insert into a target PDF document.

Collect information using FormType to automatically convert non-fillable forms into fillable PDF forms that you can complete, save and email.

Perform intelligent searches leveraging a Looks-Like-Search feature and advanced information identification options to find what you need.

Ensure document security by controlling eCopy PDF Pro Office is the perfect counterpart to your eCopy ShareScan enabled MFPs or for any office worker that needs to work with PDF documents, all at a surprisingly affordable price.





## CHOOSE THE eCOPY SHARESCAN SOLUTION THAT IS RIGHT FOR YOU.

eCopy ShareScan offers all functionality your organization requires but Kofax recognizes that one size does not fit all. Ask your office equipment dealer or MFP manufacturer sales person to engage a Kofax sales representative on how they can develop a customized solution plan for your organization.

### **Don't need all the bells and whistles?**

With eCopy ShareScan you don't pay for what you don't use.

### **Want to walk before you run?**

eCopy ShareScan can be extended with modules to connect and automate more.

**Have more than one MFP, each with different user requirements?** eCopy ShareScan editions can be mixed and matched in a single installation for optimum advantage. All eCopy ShareScan editions are built around the same core engine and managed through the same console.

### **Worried about getting trapped by a wrong choice?**

With eCopy ShareScan there are no bad choices. You can buy what you need and then upgrade by purchasing options that add onto what you already have. There is no reinstalling software. Just turn on the feature with a new license key.



## KOFAX OFFERS eCOPY SHARESCAN IN 5 PRODUCT EDITIONS.

### **Designed to run inside a supported smart MFP:**

- eCopy ShareScan Elements: Improves critical business collaboration processes like scanning to email, shared folders, home folders, and sending to your PC desktop.
- eCopy ShareScan Office: Does everything Elements can, plus any one of our additional destination connectors for document management systems such as Microsoft SharePoint or Cloud repositories.
- eCopy ShareScan Suite: All the functionality options eCopy ShareScan offers plus any three of our additional destination Connectors for document management systems such as Microsoft SharePoint or Cloud repositories. Plus, you get critical business processing capabilities including Barcode Processing, Form Processing, and Bates Stamping.
- eCopy ShareScan Enterprise: High scalability and high automation document capture workflow platform. Includes all Kofax eCopy Connectors and Extenders in a single, low cost license for deployments with 50 or more MFPs

### **Designed to run inside a supported smart MFP:**

- eCopy ScanStation: This freestanding kiosk turns any MFP or scanner into a full-service scanning automation station.

---

## Attach eCopy to almost anyMFP or scanner. You have options.























The eCopy ScanStation kiosk provides a dedicated PC with a customized stand, touchscreen and full-sized keyboard that attaches to almost any scanner or MFP. The screen is so large and bright, the keyboard so fast and pleasant to type on, that even if your smart MFP supports the eCopy ShareScan application you may want this option instead. It greatly accelerates index-data entry, provides an outstanding preview experience and enhances connectivity to copiers, MFPs and scanners that don't support embedded applications.

---

## The right solution for any sized customer. Deploy rapidly. Control completely. Expand infinitely.

eCopy ShareScan installs extremely fast—installing on your server in under 10 Minutes. It's ideal for small businesses that have limited IT resources while still being powerful and scalable enough for the largest enterprise. eCopy ShareScan's centralized management console utilizes a simulator so you can build and experiment with connections and workflows without having to install an MFP. Once you know your configuration works you can push it out to any number of licensed MFPs. This makes quick work of configuring, testing, securing and deploying scanning workflow profiles for all users and device groups—regardless of make and model.

# ECOPY SHARESCAN FAMILY COMPARISON






	<b>Enterprise</b> High scalability & high automation document capture workflow platform. Includes all Kofax eCopy Connectors and Extenders in a single, low cost license for deployments with 50 or more MFPs.				-	
	<b>ScanStation</b> Adds a secure, accessible kiosk for network scanning applications that demand high security, accessibility or connectivity to MFPs and scanners.					
	<b>Suite</b> Adds document process automation workflows. Includes zonal form and barcode recognition routing.					
	<b>Office</b> Adds document management workflows. Includes integration with document management systems.					
	<b>Elements</b> Base platform plus collaboration workflows.					
eCopy PDF Pro Office for Business PDF		1 Seat	5 Seats	10 Seats	10 Seats	Sold Separately
MFP Client / User Interface						
Embedded MFP interface with personalized access based on user credentials		√	√	√	√	√
Full-size keyboard and external interactive touch screen		-	-	-	√	-
Administration & Deployment						
Security offering full authentication and audit trails, as well as tracking and reporting		√	√	√	√	√
High availability		√	√	√	√	√
Load balancing for highly scalable deployments		√	√	√	√	√
Document Processing & Workflows						
Batching and file splitting based on blank page, or file size		√	√	√	√	√
Scalable server based file conversion to: Word, Excel, searchable PDF, PDF/A, JPEG, Tiff		√	√	√	√	√
Image enhancement: Despekle, straighten, color drop out, line removal etc.		√	√	√	√	√
Highlight and redact extender		√	√	√	√	√
Database lookup: for XML imports and lookups against any data source/list		Add-on	√	√	√	√
Cost recovery extender: provides cost tracking and reporting into cost recovery systems		Add-on	Select 1	√	√	√
Barcode recognition & batching for 1D & 2D barcodes		Add-on	Add-on	√	√	√
Bates stamping/numbering extender for stamping and endorsing documents		Add-on	Add-on	√	√	√
SmartForms		√	√	√	√	√
E-Mail, Fax, Folder & Printer						
Route to Exchange Email/Exchange Online (365), Lotus Notes, and via SMTP email with LDAP		√	√	√	√	√
Fax via Exchange, Notes, & SMTP supports virtually any fax solution		√	√	√	√	√
Route to Personal Desktop/Home Directory		√	√	√	√	√

√ Available - Not available Add-on = Available for additional fee



# ECOPY SHARESCAN FAMILY COMPARISON

Continued from preceding page...

	 Elements	 Office	 Suite	 ScanStation	 Enterprise
Route to Printer enables printing from any device and/or capture point	√	√	√	√	√
Route to File—network folder, WebDAV, FTP, Secure FTP	√	√	√	√	√
Universal connector routes to folder, SQL & Oracle databases and configurable XML & CSV index file output	Add-on	Select 1	√	√	√
OpenText RightFax Connector	Add-on	Select 1	Select 3	Select 3	√
<b>Document Management Application Connectors</b>					
HP WorkSite, EMC Documentum, SharePoint, or OpenText (LiveLink or eDOCS DM), Salesforce, DocuShare, ACT!, Sage 50, HP Trim, SharePoint Server Edition	Add-on	Select 1	Select 3	Select 3	√
<b>Security &amp; Compliance Features</b>					
Active directory & Novell eDirectory authentication	√	√	√	√	√
Single sign-on / session logon	√	√	√	√	√
File encryption & secure delete, secure delivery	√	√	√	√	√

√ Available    – Not available    Add-on = Available for additional fee

*Work Like Tomorrow.™*

To learn more, visit [www.kofax.com](http://www.kofax.com)

**KOFAX**

[kofax.com](http://kofax.com)

© 2019 Kofax. Kofax and the Kofax logo are trademarks of Kofax, registered in the United States and/or other countries. All other trademarks are the property of their respective owners.

