

Nuance® eCopy® ShareScan® Office

Document scanning and OCR
to boost the productivity of
document-intensive offices

you can

eCopy ShareScan Office integrates paper documents into electronic office workflows.

Capture paper-based information and bring it directly into Microsoft Office, eliminating the need to rekey, distribute, or archive paper. Built on a highly scalable, open, modular, device-independent, client-server platform, ShareScan Office delivers enterprise-grade performance and high ROI.



ShareScan brings your e-mail client to the MFP, delivering a familiar, interactive e-mail experience – access Global & personal address books and manage settings just as you would at your desk.

A simple interface enables users to quickly scan and send documents to their destination – right at the MFP.

Every day, knowledge workers, managers, and administrative personnel need to get more done in less time by transforming paper into electronic documents. More than ever, on-demand scanning solutions are key to increasing productivity and accelerating business processes by automating workflows that anyone can access, right at the MFP.

eCopy ShareScan Office lets you scan paper documents and bring them into your daily collaboration, desktop publishing, and archiving workflows. In addition to secure scan-to-mail, scan-to-PC, and scan-to-file functionality, ShareScan Office can automatically convert those scanned documents into searchable PDFs or editable Microsoft Word and Microsoft Excel files and connect to your document management system.

eCopy ShareScan Office can also be expanded with numerous connectors and extenders to further automate and integrate document workflows. From simple scanning to sophisticated conversion, eCopy ShareScan Office delivers exceptional speed, accuracy, productivity, and cost savings.

FEATURES AND BENEFITS:

The Best MFP Scanning and OCR Solution for Productivity
Our best-in-class UI eliminates training, ensures rapid adoption, and generates the fastest ROI.

Superior Usability
From single sign-on and one-button OCR and routing, to scrolling/fly-out menus and fast access to personal favorites, ShareScan Office is the easy answer to streamlining paper-intensive office workflows.

Automatically Convert Hardcopy Originals into Accurate, Formatted, Editable Softcopy
Scan, convert, and edit Microsoft Word, Excel, and PDF files – including columns, graphics, and tables. You save time and money, with high accuracy and less reformatting.



Nuance® eCopy® ShareScan® Office

Take advantage of extended capabilities and connectivity to leading applications and document management systems

- Microsoft® Exchange® and IBM Lotus Notes
- Microsoft Active Directory
- Windows, Novell Netware, FTP and WebDAV folders
- PC Desktops and User Home Directories
- Open Text Fax Server, RightFax Edition¹
- Open Text Document Management¹
- Open Text Document Management, eDOCS Edition¹
- EMC® Documentum® Content Server¹
- Autonomy iManage WorkSite (formerly Interwoven)¹
- Microsoft® SharePoint®¹
- eCopy Quick Connect™²
- eCopy Bates Numbering Extender™²
- eCopy Cost Recovery Extender™²
- eCopy Highlight and Redact Extender™²
- eCopy Forms Processing Extender™²
- eCopy Barcode Recognition Extender™²
- eCopy Image Enhancement Extender™²

¹ Customer gets a license to any one of the Nuance developed document management or RightFax connectors with the licensing of eCopy ShareScan Office.

² Additional Connectors and Extenders are available for additional licensing fee.

Device Compatibility

ShareScan Office is available on select MFPs and scanners and includes server software for document processing and integration to back-end networks and systems. For the latest supported platforms for ShareScan Office, please visit:

<http://www.nuance.com/support/ecopy/supported-devices/index.htm>

MFP Configurations

A software client for select MFPs enables eCopy ShareScan to be accessed from the MFP's touch screen, and server software.

Scanner Configurations

eCopy ScanStation includes a freestanding touch screen and keyboard that connects easily to all ISIS-certified scanners, and many TWAIN scanners. The ScanStation includes all the hardware and software required to run eCopy ShareScan Office.

System Requirements

Minimum Software Requirements³

- Microsoft Windows XP Professional
- Microsoft Windows 2003 Server
- Microsoft Windows Vista Business Edition
- Microsoft Windows Vista Enterprise Edition
- Microsoft Windows 2008
- Microsoft Windows 7⁴

³ System requirements for eCopy ShareScan Office for embedded or integrated devices may vary, depending upon configuration. Please contact Nuance for more information.

⁴ Embedded devices only

eCopy Connectors and Extenders System requirements differ for each Connector and Extender.

FEATURES AND BENEFITS (cont.)

Industry-Leading Mail and File System Integration

Access global and personal address books and browse folders right at the MFP – no need to go back to your desk to file or route documents. The “Express” mode automates routine e-mail distributions, and sent e-mail appears in the user’s personal “Sent Items” folder. And offline processing and notification means you can submit large batches and return to your office before completion.

Streamlined Archival with Flexible ECM Options

eCopy ShareScan Office provides complete integration to content management, network folders, SQL databases, and more. Connect with your choice of leading ECMs such as SharePoint, RightFax, EMC Documentum, iManage WorkSite, OpenText DM, or OpenText eDOCS.

Leverage Microsoft Investments

ShareScan office integrates with Active Directory®, Exchange, SharePoint³, Access®, as well as additional application connectors created by third-party software companies using the ShareScan SDK.

Lower Document-Processing Costs

Fast, accurate recognition and conversion means you can automate more processes, improve productivity, and keep your business moving faster.



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