

# Enterprise document imaging for business process efficiency

## eCopy™ ShareScan® Suite™

With ShareScan Suite software, office workers can use their multifunction peripherals (MFPs) to scan documents securely and seamlessly into business applications that support electronic business processes. It provides a consistent, easy to use interface across any capture device, promoting user adoption and increasing the value of enterprise hardware and business software investments.

The software offers native integration to leading document management, e-mail, fax, database, collaboration, and cost recovery software applications.

ShareScan Suite includes all of the components an organization needs to save time, reduce costs, and increase business results through an automated solution that securely puts paper documents directly into their electronic workflows.

### What's included in ShareScan Suite

- **ShareScan** connects your MFP to your organization's networked enterprise applications for easy to use, secure distribution of paper-based information.
- **eCopy Desktop™** is PC software that enables office workers to work faster and more efficiently, making it easy to capture, combine, edit, and secure scanned documents as PDFs.
- **eCopy Connectors and Services** link eCopy-enabled devices with software applications to give users the ability to scan directly to those applications. eCopy ShareScan Suite includes Connectors and Services to applications such as:
  - Captaris RightFax
  - EMC® Documentum Content Server®
  - Interwoven WorkSite
  - Lotus Notes
  - Microsoft® Exchange™
  - Microsoft SharePoint™
  - Open Text Livelink ECM
  - Open Text Livelink ECM - eDOCS DM™
  - eCopy Quick Connect
  - Cost Recovery Applications
  - Bates Stamping

Additional Connectors to business applications are available.



*A familiar and intuitive user interface assists the user in quickly sending scanned documents to their destination.*

*\*Image is the ScanStation configuration. ShareScan Suite is also available in an embedded configuration.*



MAKING PAPER WORK™

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When Businesses need to:	ShareScan Suite delivers:
Integrate paper documents into electronic business processes	<ul style="list-style-type: none"> <li>Real-time, dynamic integration with document management, collaboration, and other business applications</li> </ul>
Leverage investments in Microsoft technologies	<ul style="list-style-type: none"> <li>Integration with Active Directory, Exchange, SharePoint, Access, and SQL Server, as well as integration to additional Microsoft applications created by third-party software companies using the ShareScan SDK</li> </ul>
Track or chargeback for copying, printing, or scanning	<ul style="list-style-type: none"> <li>Integration to document accounting software</li> </ul>
Manage risks associated with paper documents	<ul style="list-style-type: none"> <li>User authentication and access to business applications through dynamic integration</li> <li>Audit trails, document tracking, Scan to PDF/A, and file encryption</li> </ul>
Enable employees to easily share paper documents and collaborate as they would with electronic documents	<ul style="list-style-type: none"> <li>Scan to e-mail directly from user e-mail accounts from the MFP, including address list access at the MFP</li> <li>Scan to Fax, network or Web folders, databases, or FTP</li> </ul>
Retrieve, edit, and distribute scanned documents	<ul style="list-style-type: none"> <li>Scan to Desktop, including the ability to scan to multiple users' inboxes</li> <li>eCopy Desktop to edit PDFs, and combine scanned documents with electronic documents into a single PDF</li> <li>Use optical character recognition (OCR) to create Microsoft Word or searchable PDF files from scanned documents</li> </ul>
Implement solutions that require little training and are easy to support	<ul style="list-style-type: none"> <li>Intuitive graphical user interface and consistent user experience across all MFPs</li> <li>Centralized administration</li> <li>User account-based security and access are dynamically updated from existing back end systems</li> </ul>
Expand systems to meet customized or evolving needs	<ul style="list-style-type: none"> <li>Hundreds of third-party integrations available for popular applications or create custom integrations through a Windows-based development platform and tool kit</li> <li>eCopy Quick Connect for rapid creation of scan workflows, including file naming, indexing, and destination options</li> </ul>

ShareScan Suite is available in two configurations:

- eCopy ScanStation™ includes a freestanding touch screen and keyboard that connects easily to any scan-enabled MFP. The ScanStation includes all the hardware and software required to run eCopy ShareScan.
- eCopy Embedded is a software client for MFPs with embedded platforms, enabling eCopy ShareScan to be accessed from the MFP's touch screen, and server software.

**Device compatibility**

For the latest supported platforms for ShareScan Suite, please visit:  
[www.ecopy.com/support/platforms.htm](http://www.ecopy.com/support/platforms.htm)

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**System requirements**

**eCopy Embedded Server Requirements**

- Windows™ Vista™ (Business and Enterprise Editions)
- Windows XP™/2003/2000
- 512MB memory (recommended)
- Pentium PC (2.0GHz)

**eCopy Connectors and Services**

System requirements differ for each Connector and Service. Please find individual requirements on their respective datasheets.

**eCopy Desktop**

System requirements can be found on the eCopy Desktop datasheet located at:  
[www.ecopy.com/Products\\_eCopy\\_Desktop.asp](http://www.ecopy.com/Products_eCopy_Desktop.asp)