

# Secure, Automated, Distributed Capture to Work Like Tomorrow

Secure inbound documents and information with compliant, automated document capture workflows with Kofax AutoStore

## KOFAX AUTOSTORE

Kofax AutoStore is an integrated solution that securely enables automated and compliant document capture workflows from the widest range of hardware and software platforms. It is built for the office, providing capabilities designed to help workers be more efficient and productive in the way they work, while providing enterprise-level controls for information security and governance. By working across the most comprehensive range of MFP brands and models, business systems and mobile devices, Kofax AutoStore offers a central way to manage all document and data capture activities across any enterprise IT environment. Enterprises can begin their digital transformation

journey with very simple and functional solutions that deliver reliable results, and then scale to address more complex tasks and process workflows as the organization grows into a more efficient digital workplace.

**“Kofax solves the problems of gathering the various forms of incoming information, whether from email, scans or faxes, and sends them quickly and securely into our repositor.”**

Naoko Neff,  
ECM Administrator for Crowley

## KEY CAPABILITIES

- Common user experience across multiple capture channels (desktop, email, MFP, mobile, etc.)
- Works with all major MFP manufacturers
- Microsoft authentication support
- Bi-directional database integration
- Image correction
- Barcode recognition
- OCR processing
- Document conversion
- Electronic forms processing
- 40+ pre-built business system connectors
- Pre-built cloud storage connectors (Box, Google Drive, Microsoft OneDrive and SharePoint, etc.)
- Customizable mobile interface
- Business process automation and workflow support

## HOW DOES KOFAX AUTOSTORE WORK?

Kofax AutoStore utilizes your existing infrastructure and captures information from a wide range of device platforms, including:

- Multifunction peripherals (MFPs)
- Smartphones
- Emails
- Fax servers
- Shared/public folders
- FTP sites
- Microsoft® Office® applications
- PC desktops
- XML data streams and other sources
- Online web forms

Captured information can be processed based on predefined business rules that determine how the information is saved, stored, processed and routed. Scanned images can be enhanced for improved readability, text can be converted into

editable electronic information, and barcodes can be read, resulting in rich information to be added to important business system records, or for later retrieval. Processed documents and resulting index data can be distributed to several locations, including:

- Fax and email messages
- Enterprise systems for resource planning (ERP) customer relationship management (CRM), and content management (ECM)
- FTP sites and secure network folders

Data and corresponding documents can even be routed to multiple destinations simultaneously and selectively. These automated tasks are performed effortlessly with the push of a button from any supported device platform, including an MFP front panel. Automated workflows start immediately, ensuring your information goes where you want it to go quickly and accurately every time.

## BENEFITS OF KOFAX AUTOSTORE

Kofax AutoStore is an enterprise document capture and workflow automation solution that transforms static documents into actionable digital information to deliver several key benefits, including:

Securing your business information to prevent unauthorized use, and maintain the organization's reputation and customer trust.

Increasing the productivity and efficiency of your workforce by enhancing and enriching information quality and detail, while simultaneously reducing errors and redundant manual tasks associated with managing and processing documents and information.

Ensuring that your operational processes remain compliant by automatically applying consistent business rules and tracking the movement and use of documents and information.

To learn more about Kofax AutoStore, please call 1-877-396-3156 or visit [www.kofax.com/autostore](http://www.kofax.com/autostore).

## WHAT SETS KOFAX AUTOSTORE APART

### Broad Multi-vendor MFP Support

Kofax AutoStore works with all major office multifunction printer (MFP) manufacturers, making it easy to add or change devices without the need to install and configure new software, saving time and reducing costs for administrators. Workers benefit with a consistent user experience across devices, regardless of brand.

### Multichannel Support

Kofax AutoStore supports a wide range of document and information capture channels, including office MFPs, mobile phones and tablets, Windows desktop PCs, Microsoft Outlook, desktop scanners, fax servers and more, enabling distributed workers to work how, when and where they work best, while still adhering to consistent business rules and policies.

### Bi-directional Database Lookups

Easily search and retrieve database information for display on the MFP panel, Windows desktop or mobile device. With the database lookup

capability, the value entered in one index field triggers a database search to fill the other fields automatically, accelerating the indexing task while delivering greater accuracy.

### Business Process Automation, Workflow Support

Kofax AutoStore can automate your document-driven business processes to help lower costs, improve operational efficiency, communication and collaboration, and support compliance with laws and regulations.

### System Connectors

Kofax AutoStore seamlessly connects to 40 popular enterprise software applications, increasing the volume and accuracy of information that flows into those systems. Kofax AutoStore connectors are free and directly supported and maintained.

### Native LDAP Integration

From any supported MFP, Kofax AutoStore users can browse your company contact list or

search by domain name to return a selectable list of addresses. Just select and confirm to scan securely to one or multiple addresses.

### Kofax Equitrac Integration

Kofax AutoStore is integrated with the Kofax Equitrac print management and cost recovery solution, enabling user and activity tracking, as well as unified authentication, from any supported MFP. This reduces the administrative burden on IT and provides robust audit tracking capabilities to monitor and track compliance to business and regulatory rules.

Kofax AutoStore helps businesses *Work Like Tomorrow* as the most versatile document capture solution available, securely enabling your digital office experience from the widest range of hardware and software platforms to provide a secure, comprehensive document and information onramp to a successful information management strategy.

## KOFAX AUTOSTORE DETAILED CAPABILITIES

### SECURITY CAPABILITIES

- Multifunction peripherals (MFPs)
- Smartphones
- Emails
- Fax servers
- Shared/public folders

### CAPTURE SOURCES

- Multifunction peripherals (MFPs)
- Smartphones
- Copiers
- Desktop Scanners
- Desktops PCs
- Microsoft® Office® applications
- Email clients
- Email inbox
- Directory (network or local)
- Email server (SMTP, POP3, IMAP)
- Fax servers
- Local or remote folders
- FTP sites (secure and unsecure)

### PROCESSING CAPABILITIES

- Full text recognition
- Zonal text recognition
- Hand printed character recognition (ICR)
- Forms recognition (structured/ semi-structured)
- Optical Mark Reading (OMR)

- Image Cleanup
- MRC PDF Compression
- Barcode recognition (1D/2D)
- Bates stamp
- Encryption/Decryption
- Forms Overlay
- Reporting
- Automated email notification

### ROUTE DESTINATIONS

- Network Folders
- Email
- Fax servers
- Printers
- ODBC-compliant databases
- Send to HTTP
- Secure FTP sites
- Send to XML & WebDav
- Document Management Systems and Cloud Services from vendors such as Microsoft®, Google®, EMC®, OpenText®, FileNet®, Interwoven®, IBM®, Docuware®, and more
- CSV, command files
- Captaris RightFax

### SYSTEM REQUIREMENTS

#### Hardware

- Microsoft® Windows® operating system (OS) running on computer with at least a 2 GHz Processor

- Minimum 2 GB of RAM is necessary but 4 GB or greater is recommended
- Minimum of 10 GB of hard disk space – NIC Card

#### Operating System

- Supported Microsoft® Windows® operating systems:
  - Windows Server 2012 R2: Standard and Datacenter
  - Windows 8.1 (32\64 bit): Pro and Enterprise
  - Windows 7 (32\64 bit): Professional, Ultimate, and Enterprise with the latest service pack
  - Windows 10

#### ADDITIONAL SOFTWARE

- Microsoft® .NET Framework 3.5
- Microsoft® .NET Framework 4.0
- Microsoft® .NET Framework 4.5

Kofax software enables organizations to Work Like Tomorrow™—today. Kofax's Intelligent Automation software platform helps organizations transform information-intensive business processes, reduce manual work and errors, minimize costs, and improve customer engagement.

We combine RPA, cognitive capture, process orchestration, mobility and engagement, and analytics to ease implementations and deliver dramatic results that mitigate compliance risk and increase competitiveness, growth and profitability.

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