Nuance
eCopy® ShareScan®
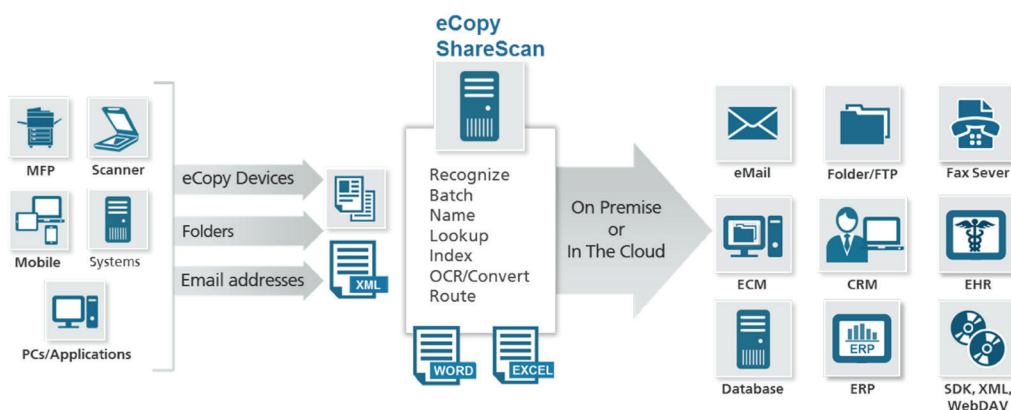## Email and Folder Watching Service

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The Email and Folder Watching Service enables organisations to automate their most important electronic document-capture workflows and centralise the way those workflows are managed. With the Email and Folder Watching Service eCopy ShareScan can support workflows from virtually any source, including A4 multifunction printers, scanners, cloud storage, PCs, mobile devices, and other applications. Now any system or device that can send electronic documents to a folder or email address can act as a capture source – making eCopy ShareScan workflows more powerful and comprehensive than ever.

Email and Folder Watching Service

The Email and Folder Watching Service captures electronic files and documents by monitoring network folders or email address. This enables organisations to expand eCopy ShareScan workflows to include electronic documents, files, and images from virtually any source – including mobile devices, email addresses, and multifunction printers or scanners not on the supported device list. Additionally this service can load XML files used to describe how to process the documents.

Features and Benefits

Automated File Conversion	Users can quickly and easily transform any image file to a fully formatted Word or Excel or searchable PDF file by simply sending it to a designated email address monitored by the Email and Folder Watching Service.
Integrations with eCopy Connectors and Extenders	With the Email and Folder Watching Service, there is no limit to the workflows you can automate. eCopy ShareScan extenders such as forms processing and barcode recognition can save users significant document handling time and steps by automatically processing and routing transactional documents based on the content within them.
Load Balancing	With eCopy ShareScan 5.2 and the Email and Folder Watching Service, multiple jobs can be processed simultaneously with one or more servers for high scalability and performance.
Workflow Configuration Wizard	Minimal learning curve setting up powerful electronic workflows is fast and easy with script free configuration of workflow rules.
Subdirectory polling	Directories can be processed and migrated for quick back file conversion while maintaining the complete directory structure.
Scalability and Centralised Management	The Email and Folder Watching Service can have unlimited eCopy ShareScan Servers leverage the same license all pointing to a single processing folder to give very high scalability.

Automate your most important electronic document-capture workflows.

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Business Innovation Partner

Sample Workflows and Use Cases

• Mobile capture

• PDF & Microsoft Word/Excel conversion server

• Back file scanning to digital archive

• Hot folder electronic document capture workflows

• A4 multifunction printer, network and desktop scanner capture workflow automation

• Batch conversion to searchable PDF/A for eDiscovery and eFiling

• Batch scanning of patient record into Electronic Health Records

Document Formats

Capture: PDF, PDF/A, .DOC/X, .XLS/X, JPEG, TIF, and others can be easily added during configuration.

Output: PDF, PDF/A, .DOC/X, .XLS/X, TIF, Load or Description Files: XML (not required)

Minimum System Requirements:

• eCopy ShareScan® v5.2 or higher

• Supported Connectors and Extenders: Most connectors and extenders are supported including those offered by nuance partners for ShareScan v5.x or higher.

• For the latest supported platforms for eCopy ShareScan, please visit:
  http://www.ecopy.com/support/platforms.htm

Licensing Information

• The Email and Folder Watching Service is licensed as an add-on license to any eCopy ShareScan bundle. The Folder and Email Watching license enables a page volume of 100,000 pages per year through the Watching Service.

• The license is a one-time purchase to enable the annual page count that automatically resets each year at no cost. Additional licenses can be added as needed to provide additional volume.

• Each license entitles the licensee through the EULA the right to attach up to 100 non-eCopy enabled devices of any kind.
  Note: This page count only applies to the Watching Service. eCopy ShareScan when running on the device or ScanStation are not based on throughput.

About Nuance Communications, Inc.

Nuance Communications, Inc. is a leading provider of voice and language solutions for businesses and consumers around the world. Its technologies, applications and services make the user experience more compelling by transforming the way people interact with devices and systems. Every day, millions of users and thousands of businesses experience Nuance's proven applications.

Learn more at www.nuance.com

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getting results.

Together we can.

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