SHARP

**EFFICIENT SCANNING AND
DOCUMENT CONTROL**

Smooth workflows are productive workflows /This is Why
EUS`` [` Y Ea⁻gf[a` should be at the heart of your enterprise.

Productivity starts with efficiency /This is Why we believe in automation.

Scanning Solution is a suite of powerful software tools developed for Sharp OSA-enabled MFPs, to eliminate time-consuming, error prone manual processes from ordinary office activities.

And that's just the start. With a little imagination, Sharp Scanning Solution can bring new levels of efficiency and productivity to multiple workflows throughout your organisation.

Plus, the flexible licensing model lets you choose exactly the modules you want, making Sharp Scanning Solution even more affordable.

Scanner Power Tools - for faster, easier, smarter scanning with advanced image correction for more legible copies, plus SMTP email.

Optical Character Recognition (OCR) - an OCR module with multi-language support for scanning to editable, searchable file formats. With Zonal OCR you can select multiple predefined zones on a document. (Option for Scanner Power Tools).

Barcode Module - works with Scanner Power Tools to automatically recognise more than 20 industry standard barcode types. (Option for Scanner Power Tools).

Database Connector - for an integrated connection between the Sharp MFP and your corporate database, plus easy scanning direct to any network destination.

Exchange I Fax Connector - integrates with Microsoft® Exchange and fax servers for single- step scan-and-fax or scan-and-email to anyone in your address book, with automatic archiving.

SharePoint® Connector - gives you a simple, powerful and versatile way to scan documents directly from your Sharp MFP to Microsoft® SharePoint services.

Hotfolders - lets you send scans from any networked MFP using the same workflows as on your Sharp OSA-enabled MFPs.

SCANNING
MADE EASY

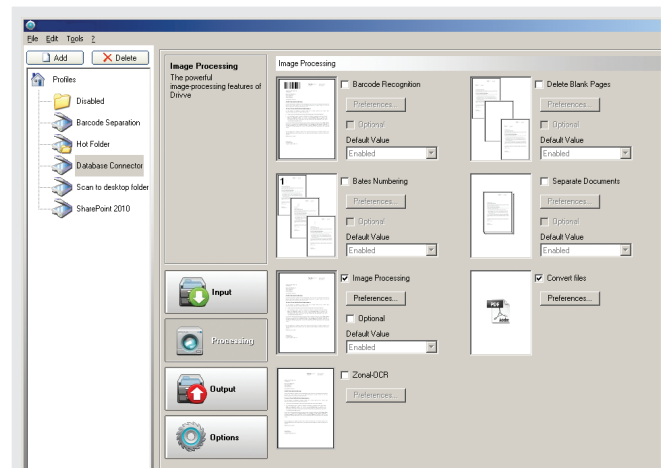# Information should be accessible /This is Why we help you share it.

Scanner Power Tools

Scanner Power Tools make it easy for anyone in your team to scan documents - even if they're tackling mixed batches of different sizes and types. You can create scan targets in seconds, scan and print simultaneously and enhance security with Active Directory access control.

Repetitive tasks can be streamlined by applying scan profiles, for example. And you can be confident of high quality print outs thanks to automatic image cleaning and de-skewing. If you accidentally scan a blank page it will be deleted, reducing the potential for waste, and you can even set rules for assigning file names to your scans.

It's easy to create multiple files in a single scanning session, too, by inserting blank pages. Alternatively, you can control the process with barcodes. In either case, the MFP will complete the job in a single step, sending separate files to your PC.

It's also easy to share, store and retrieve scanned documents. It takes just seconds to scan into the format of your choice, add descriptive data (user-configurable fields make this easy) or bates stamping, and distribute your files to email or other network destinations in moments. Files can be retrieved by browsing network folders from the MFP's control panel.

IMAGE PROCESSING

Scanner Power Tools Functions

- Border crop
- De-skew
- Filename generation
- File format conversion
- Image cleaning
- User authentication
- Blank-page deletion

- Bates stamping
- Search function for network folders
- Browse to folder
- Metadata
- Print documents
- Separate documents

Information adds value /This is Why we help you capture it.

Optical Character Recognition (OCR)

Now you can really put your paper documents to work by converting them into searchable and editable digital files.

Available as an option to the Scanner Power Tools module, Optical Character Recognition (OCR) module lets you scan paper documents into password-protected PDFs for secure distribution, to PDF/A files for long-term archiving, and to a variety of formats for use with popular applications such as Microsoft Word and Excel.

More than 130 languages are supported, an auto rotation fixes incorrectly orientated pages, and there is support for exporting metadata to third-party applications in CSV and XML formats.
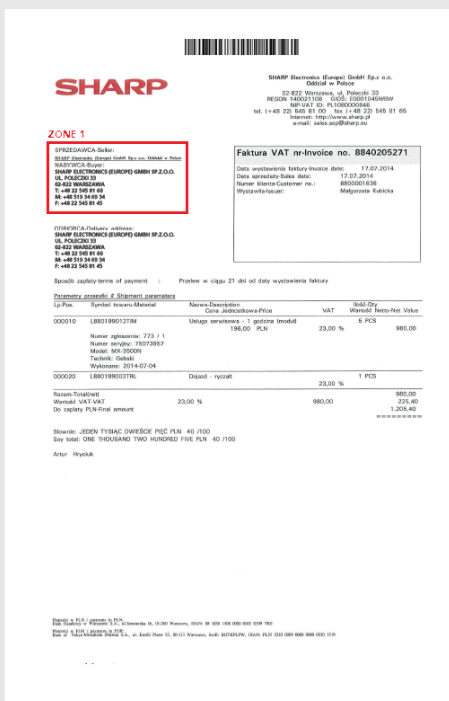
Performance features

Solution comes with Zonal OCR, which automatically extracts data from multiple predefined zones, while ignoring the text that surrounds them. Each zone creates a unique identifier that you can use throughout the application.
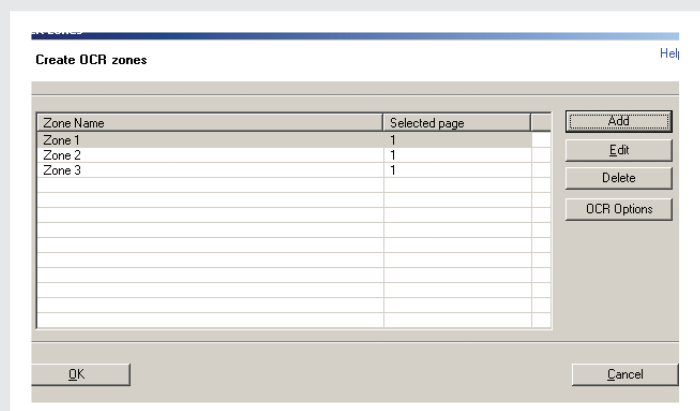
Advanced users will also appreciate Enhanced String Manipulation, which lets you analyse functions on any type of data generated from user input at the device panel, barcode recognition, or OCR zones.

One of the most powerful functions is Regular Expressions, a concise and flexible way to match strings of text. This allows you to search for an invoice number within an OCR zone or search and replace certain characters in a zone.

In combination with the powerful string manipulation and data extraction features, you can 'clean up' a zone in order to extract the text you are looking for, even if the zone contains unwanted or unreadable text.

EXTRACT DATA FROM SPECIFIC AREAS

SELECT MULTIPLE PREDEFINED ZONES

Information should flow smoothly /This is Why we help you add barcodes.

Barcode Module

Sharp Scanning Solution's barcode software lets you harness the efficiency of barcodes to streamline document workflows.

One of the most common applications is document routing - barcodes can be used to manage the process from start to finish - but they can be even more useful for controlling sensitive processes where remote verification, traceability and auditing is important.
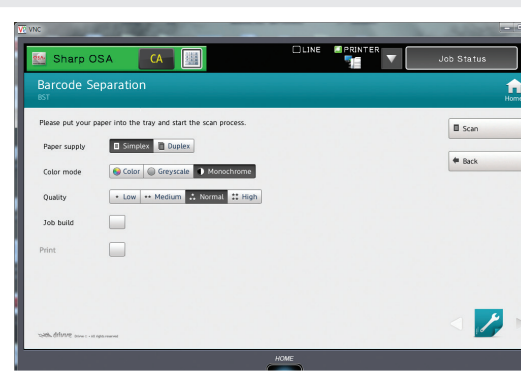
Versatile

Solution can give you everything you need to make the most of modern barcode technology. You can split barcode data based on separator characters, extract parts of a barcode, use several barcodes on one page, and much more.

As well as supporting more than 20 industry-standard 1D and 2D barcodes, the module can detect a barcode anywhere in an image (or you can specify a location to read from), regardless of whether it is smudged, damaged or orientated sideways or at an angle.

For extra peace of mind in automated operations, you can set a confidence level for recognising barcodes and the software will notify you if any fall below the minimum useable level.

- Reports the type, position and recognition-confidence (configurable) for all barcodes.
- Reads almost all barcode orientations: horizontal, vertical, skewed 45°.
- Automatically detects barcodes anywhere in an image.
- Allows you to specify the locations and orientations of the barcodes to be read.
- Supported barcodes: Code 39, Interleaved 2 of 5, EAN128, PostNet, OataLogic, Patch Code, POF417, DataMatrix, and many more.

ENHANCED BARCODE READING

SEPARATE DOCUMENTS WITH BARCODES

Good information leads to great decisions /This is Why we help you share it.

Database Connector

You can use this solution to integrate Sharp OSA-enabled MFPs with almost any commercially available database, making it easy to access your information on your network direct from the MFP's front panel.

- Lets you interact with - and retrieve information from - your database, direct from the MFP's front panel display.
- Uses SQL (Standard Query Language) for broadest compatibility and ease of integration.
- Information pulled from the database can be used to populate a scan's index fields.
- Supports industry standard outputs (ASCII, Text, CSV, XML).
- Supports ODBC (Open Database Connectivity) and LDAP (Lightweight Directory Access Protocol).

Exchange I Fax Connector

The Exchange I Fax Connector uses industry standard protocols to integrate perfectly with Microsoft Exchange and selected fax server products. Simply scan directly to anyone in your list of contacts, while simultaneously leaving a copy of the scanned image in your personal 'Sent' box.
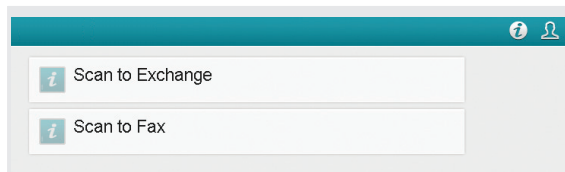
- Seamless integration with Microsoft Exchange.
- Access global and personal address books direct from your Sharp MFP.
- User access can be limited for enhanced security.
- Supports LDAP (Lightweight Directory Access Protocol).
- Single-step emailing and archiving of documents.

SharePoint® Connector

SSolution's SharePoint Connector gives you a seamless connection between your Sharp OSA-enabled MFP and your SharePoint system.

It lets you automate the distribution of captured information by harnessing job profiles, advanced image processing technology, customised SharePoint fields, versatile file format conversion, and auto-generated file names and filing structures.

- Index your scanned documents at the MFP then store them in SharePoint.
- Automatically creates a new folder in SharePoint when you file a scanned document.
- Complete customised fields in SharePoint when filing a scanned document.
- Browse SharePoint's filing structure from the MFP's front panel display.
- Simultaneously email documents while filing them in SharePoint folder.

Scan to Exchange

Scan to Fax

MICROSOFT® EXCHANGE INTEGRATION

It's a networked world /This is Why you need Sharp OSA.

A new way of thinking

Our latest generation of MFPs can do much more than simply print, copy, scan and fax. With Sharp OSA, the new machines can give you instant, walk-up access to your networked applications for faster, easier and more efficient workflows. It's a step change in office productivity.

Automation for accuracy and efficiency

Sharp OSA is ideal for automating and streamlining repetitive tasks - such as document scanning, indexing and filing.

Easy integration and effortless deployment

Sharp OSA applications, which use industry-standard protocols and interfaces, are deployed across the network for fast, trouble-free integration and support.

A superior return on your investment

Sharp OSA-enabled MFPs make it easy for everyone to achieve more. They're not the end of the document process; they're at the heart of the information workflow.

ACCESS NETWORKED APPLICATIONS ON SHARP OSA-ENABLED MFPS

Sharp has been manufacturing fast, reliable printers and MFPs - and devising new, more productive ways of managing documents - for decades. Many have won awards from respected independent research establishments. All have delivered class-leading performance, often transforming productivity in the workplace.

Sharp is a truly global company with local representation in all major countries. And our expertise now extends far beyond the realm of office printing. Today we address the needs of the whole enterprise, with innovations in LCDs, laser diodes, flash memory, solar cells, plasmacluster air purifiers, and projectors, to name just a few.

Notes

OSA®
Sharp Open Systems Architecture

This is Why

www.sharp.eu

SHARP