

# SHARP

Optimised Workflow Software  
ScanPath

Optimised  
Workflow



INTELLIGENT DOCUMENT  
WORKFLOW SOLUTION



Success starts with efficiency **/This is Why** workgroups work smarter with our Optimised Software.

## Paperwork slows everyone down /This is Why Sharp gets you moving again.

If your business still relies on paperwork to trigger discrete business processes, it's time to take a close look at ScanPath, our Optimised Workflow Software.

Part of a growing suite of Optimised Software Solutions, ScanPath lets you create end-to-end workflows that automate manual repetitive tasks, freeing time to concentrate on more productive activities.

Take invoice processing. Now you can speed up the approval process by creating a workflow that automatically checks the invoice against corresponding purchase order details, sends it for approval and sign off, and then files it in the correct location.

For document scanning, once you've created a workflow you can publish it to the MFP's front panel display. Anyone working with digital documents can simply drag and drop files into the appropriate process, using easy-to-understand icons that make everything intuitive, saving time and reducing errors.

### AUTOMATED & ADVANCED DOCUMENT PROCESSING WORKFLOWS AT THE DESKTOP OR MFP

#### Streamlined processes

There are no programming skills required and you don't need to change the way that you work. Everything is graphically-driven and it's quick and easy to automate as many workflows as you need.

But there's more to this than distributing documents. Each workflow can improve the quality of each document by de-speckling and de-skewing, removing borders, resizing, indexing, and much more.

Accounting, HR, Purchasing, Sales & Marketing: every business function will benefit from faster, more streamlined document processes and fewer errors.

#### Total flexibility

Once documents have passed through the workflow they can be automatically distributed to other destinations such as email network folders, Microsoft Exchange, FTP and Sharp's Cloud Portal Office.

Files can be converted into most popular formats, with the powerful OCR engine recognising text and converting it into an editable format.

#### EASILY BUILD POWERFUL AUTOMATED DOCUMENT PROCESSING WORKFLOWS



# Data empowers your people /This is Why we help you make it more accessible.

As well as driving new efficiencies as a standalone solution, Sharp Optimised Workflow Software is even more powerful when integrated with Cloud Portal Office - our award-winning document management and collaboration system. Together, they give small- to medium-sized businesses a structured, up-to-the-minute document repository in a secure and private Cloud.

Sharp Optimised Workflow Software is a great match if you use other online or Cloud-based repositories and document management systems, too. As well as automatically filing documents (complete with keywords for efficient searches) you can also add descriptive metadata to scanned documents and send them directly to services such as Microsoft SharePoint, Google Drive, Dropbox, Box, Picasa, Microsoft OneDrive, Evernote, and others\*.

## AUTOMATICALLY EXTRACTS DOCUMENT DATA ELIMINATING MANUAL DATA ENTRY



### Maximum convenience

Everything is designed for convenience and rapid operation. The Workflow Designer function, for example, makes it easy to add tasks to your workflow, such as specifying document destinations. Barcode cover pages can also be used.

If you're extracting complex data sets, such as invoice line items, you'll appreciate the Advanced Data Extraction Module. This automatically and intelligently extracts data from scanned as well as electronic documents, making it easy to apply it to your workflow.

Even the process of archiving documents in an online repository is quicker. Our convenient Single Sign-on capability automatically logs you in, simplifying the process and reducing the need to remember multiple passwords.

### Optimise your workflows today

If paperwork is slowing you down, it's time to make a change. On its own or integrated with other business software and online services, Sharp Optimised Workflow Software will make your routine office workflows faster and more accurate than ever before.



## Specifications

Advanced Features	ScanPath	WorkPath
Scan-to-Email (integrated with Microsoft Exchange)	□	□
Convert to PDF & PDF/A with full-text searchable OCR	□	□
Convert to Word, Excel & PowerPoint	□	□
Scan-to-Folders	□	□
Scan-to-SharePoint	□	□
Image clean up	□	□
Individual MFP Profiles	□	
Easy installation and set up	□	□
OCR for over 25 languages	□	□
Localised interface in multiple languages	□	□
Scan-to-Web Repositories (Box, Dropbox, Google Drive, etc.)	□	□
Scan-to-Cloud Portal Office	□	□
Workflow & Zonal OCR	□	□
Scan-to-DocRecord Folders	□	□
Bates Stamping	□	□
Scan-to-Barcode cover sheet	□	
FastLink™ for third-party software integration	□	

### ScanPath Server Requirements

#### Operating Systems Platforms Supported

- Microsoft Windows Server 2008 R2 (Standard Edition and Higher)
- Microsoft Windows Server 2012 (Standard Edition and Higher)
- Microsoft Windows Server 2012 R2 (Standard Edition and Higher)

#### Hardware Platform Requirements

- A ScanPath installation requires at least 1 hardware server with the configuration listed below:
- 4 GB of system RAM or greater
- 500 MB of free hard disk space for installation files (additional hard disk space required for user data)

#### Additional Software Requirements

- Microsoft .NET Framework 2.0 SP1, 3.5 and 4.0
- Microsoft IIS (Internet Information Services) with FTP Service
- Windows Firewall disabled or TCP port exceptions created for the following: 21, 1560, 8880, 25001, 50001 and 50003.

### WorkPath Desktop Requirements

Before you can properly install WorkPath you must meet the system requirements shown below.

#### Operating Systems Platforms Supported

- Microsoft Windows XP (Professional Edition)
- Microsoft Windows Vista (Business Edition and Higher)
- Microsoft Windows 7 (Professional Edition and Higher)

#### Hardware Platform Requirements

- A ScanPath Desktop installation requires the configuration listed below:
- 2 GB of system RAM or greater
- 300 MB of free hard disk for installation files (additional hard disk space required for user data)

#### Additional Software Requirements

- Microsoft .NET Framework 4.0



### Notes

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