

# ACCELERATE YOUR BUSINESS PROCESSES

SMRTR Capture is an easy and cost-effective way to capture process-ready documents and data from both paper and electronic sources with speed and accuracy from anywhere in your enterprise.

## HOW IT WORKS

**SMRTR Capture™ automates and accelerates business processes by capturing all types of paper, forms and electronic documents — transforming them into actionable information for your core business applications, processes and workflows.**

A simple interface ensures usability — allowing you to drag, drop and scan any document. The entire process is performed from a single window allowing the user to add, delete, reorganize, index and validate any document captured prior to sending it into your applications or repositories. Our versatile solution is easy to integrate into a variety of processes and seamlessly supports a distributed workforce. It eliminates the hassle of a complex implementation, saving you time, money and the usual stress associated with deploying software applications.

Offering unmatched scalability, SMRTR Capture is a powerful, enterprise-ready, capture platform that

can process information from virtually any source: scanner, multi-function printer, email, web service or folder. It initiates capture driven processes wherever documents are received and regardless of the type.

You can capture invoices, checks, confirmation orders, bills-of-lading, insurance documents, credit applications, correspondence, emails, and any other business documents. It can accurately capture all file content including text, check marks and barcodes. Our agile solution automatically validates, indexes and releases high-quality files into any backend repository or business application.

SMRTR Capture, when used in conjunction with SMRTR CMS™, makes it easy to digitally store, print, distribute, share and maintain important files, documents, and forms. This simple-to-use, productivity tool reduces not only unnecessary overhead costs like shipping, printing, and photocopying, but also reduces unnecessary clutter and physical waste — helping to save time and money. It also promotes a greener, more environmentally sustainable workplace by handling everything electronically.

# FEATURES & BENEFITS



## AUTOMATIC CAPTURE

Initiate the scanning process from any production scanner, multi-functional device or desktop scanner. Simply browse for a document or set of documents to be captured and drag and drop the documents, emails and/or attachments from any location into SMRTR Capture for processing. CAD files, .Zip files, DB files, in fact any file type can be captured automatically and stored in SMRTR CMS as a single source to safeguard your business assets.



## AUTOMATIC DOCUMENT SEPARATION

SMRTR Capture can be configured to automatically separate and classify documents as they are scanned — enabling you to scan all documents as a single batch without manually organizing pages prior to capture. You can also scan mixed document types and classify them on the fly.



## PREVIEW

Previewing pages enables you to check that documents were scanned properly. Scanning errors are revealed quickly and easily. Pages can then be dragged and dropped into a different document set, re-sequenced, combined and added or deleted as necessary.



## INDEXING

SMRTR Capture adds metadata automatically with OCR, from barcodes and database lookups. This is ideal for disparate document types that have inconsistent formats. Users can also add indexes and comments manually to further enrich the content and improve searchability.



## VALIDATION

SMRTR Capture applies validation rules to ensure that documents have sufficient information to be submitted, page counts are accurate, and indexes are formatted correctly. Metadata can be validated against a database to minimize user errors.



## ACCESSIBILITY

Using rules-based functionality, you can automatically feed captured information and documents directly into your business applications for faster processing and availability.

### CAPTURE ALL OF YOUR BUSINESS CONTENT

Provide industry-leading scan-to-process capabilities to capture any document and/or data from both paper and electronic sources.

### CAPTURE ANYWHERE AT ANYTIME

Easy to deploy, enterprise-proven solution with capabilities to capture content from any source in any location.

### IMPROVE YOUR DATA ACCURACY

Advanced barcode recognition technologies interpret any barcode — allowing you to scan a batch of mixed documents and automatically separate them while keeping multi-page documents together.

### FAST, EFFICIENT PROCESSING

Eliminate time-consuming, manual entry, transforming content into meaningful information, enriching your business process.



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