

NUANCE

The experience speaks for itself™

DATASHEET

Nuance® eCopy® ShareScan® Office

Document scanning and OCR to boost the productivity of document-intensive offices



Every day, knowledge workers, managers, and administrative personnel need to get more done in less time by transforming paper into electronic documents. More than ever,

on-demand scanning solutions are key to increasing productivity and accelerating business processes by automating workflows that anyone can access right at the copier.

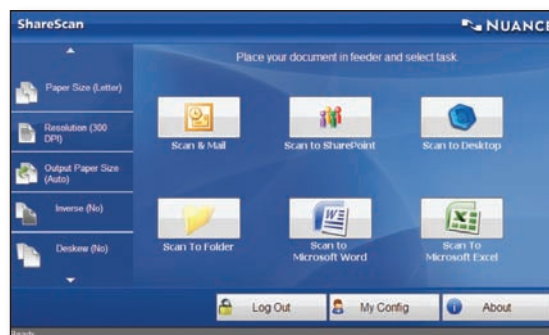
eCopy ShareScan Office lets you scan paper documents and bring them into your daily collaboration, desktop publishing, and archiving workflows. In addition to secure scan-to-mail, scan-to-PC, and scan-to-file functionality, ShareScan Office can automatically convert those scanned documents into searchable PDFs or editable Microsoft Word and Microsoft Excel files and connect to your document management system.

eCopy ShareScan Office can also be expanded with numerous Nuance and partner connectors and extenders to further automate and integrate document workflows. From simple scanning to sophisticated conversion, eCopy ShareScan Office delivers exceptional speed, accuracy, productivity, and cost savings.

eCopy ShareScan Office is the preferred MFP scanning and OCR solution to integrate paper documents into electronic office workflows. ShareScan Office captures paper-based information and brings it directly into Microsoft Office, eliminating the need to rekey, distribute, or archive paper. Built on a highly scalable, open, modular, device-independent, client-server platform, ShareScan Office delivers enterprise-grade performance and high ROI.

FEATURES AND BENEFITS

- **The Best MFP Scanning and OCR Solution for Productivity**
—Our best-in-class UI eliminates training, ensures rapid adoption, and generates the fastest ROI.
- **Superior Usability**—From single sign-on and one-button OCR and routing, to scrolling/fly-out menus and fast access to personal favorites, ShareScan Office is the easy answer streamlining paper-intensive office workflows. See a preview image, select from your personal e-mail address book or choose e-mail distribution lists—right from the copier's touch screen.
- **Automatically Convert Hardcopy Originals into Accurate, Formatted, Editable Softcopy**—Scan, convert, and edit Microsoft Word, Excel, and PDF files—including columns, graphics, and tables. You save time and money, with high accuracy and less reformatting.



A simple interface enables users to quickly scan and send documents to their destination—right from the copier.

Touch screen user interface may vary by device.

Take advantage of extended capabilities and connectivity to leading applications and document management systems

- Microsoft® Exchange® and IBM Lotus Notes
- Microsoft Active Directory
- Windows, Novell Netware, FTP and WebDAV folders
- PC Desktops and User Home Directories
- ¹Open Text Fax Server, RightFax Edition
- ¹Open Text Document Management
- ¹Open Text Document Management, eDOCS Edition
- ¹EMC® Documentum® Content Server
- ¹Autonomy iManage WorkSite (formerly Interwoven)
- ¹Microsoft® SharePoint™
- ²eCopy Quick Connect™
- ²eCopy Bates Numbering Extender™
- ²eCopy Cost Recovery Extender™
- ²eCopy Forms Processing Extender™
- ²eCopy Barcode Recognition Extender™
- ²eCopy Image Enhancement Extender™

¹ Customer gets a license to any one of the Nuance-developed document management or RightFax connectors with the licensing of eCopy ShareScan Office.

² Additional Connectors and Extenders are available for additional licensing fee.

DEVICE COMPATIBILITY

ShareScan Office is available on select MFPs and scanners and includes server software for document processing and integration to back-end networks and systems. For the latest supported platforms for ShareScan Office, please visit: <http://www.nuance.com/support/ecopy/supported-devices/index.htm>

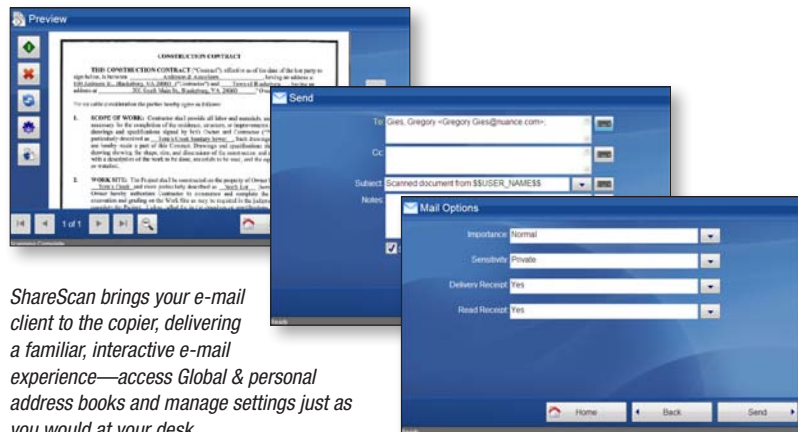
MFP CONFIGURATIONS

A software client for select MFPs enables eCopy ShareScan to be accessed from the MFP's touch screen, and server software.

SCANNER CONFIGURATIONS

eCopy ScanStation includes a freestanding touch screen and keyboard that connects easily to all ISIS-certified scanners, and many TWAIN scanners. The ScanStation includes all the hardware and software required to run eCopy ShareScan Office.

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ShareScan brings your e-mail client to the copier, delivering a familiar, interactive e-mail experience—access Global & personal address books and manage settings just as you would at your desk.

FEATURES AND BENEFITS (cont.)

- **Industry-Leading Mail and File System Integration**—Access global and personal address books and browse folders right at the copier—no need to go back to your desk to file or route documents. The “Express” mode automates routine e-mail distributions and sent e-mail appears in the user’s personal “Sent Items” folder. And offline processing and notification means you can submit large batches and return to your office before completion.
- **Streamlined Archival with Flexible ECM Options**—eCopy ShareScan Office provides complete integration to content management, network folders, SQL databases, and more. Connect with your choice of leading ECMs such as SharePoint, RightFax, EMC Documentum, iManage WorkSite, OpenText DM, or OpenText eDOCS.
- **Leverage Microsoft Investments**—ShareScan office integrates with Active Directory®, Exchange, SharePoint¹, Access®, as well as additional application connectors created by third-party software companies using the ShareScan SDK.
- **Lower Document-Processing Costs**—Fast, accurate recognition and conversion means you can automate more processes, improve productivity, and keep your business moving faster.

System Requirements

Minimum Software Requirements¹

- Microsoft Windows XP Professional
- Microsoft Windows Vista Business Edition
- Microsoft Windows 2008²
- Microsoft Windows 2003 Server
- Microsoft Windows Vista Enterprise Edition
- Microsoft Windows 7^{2,3}

¹ System requirements for eCopy ShareScan Office for embedded or integrated devices may vary, depending upon configuration. Please contact Nuance for more information.

² Not currently supported by Konica Minolta devices

³ Embedded devices only

eCopy Connectors and Extenders System requirements differ for each Connector and Extender. Please find individual requirements on their respective data sheets or at www.nuance.com.