

## SYNERGIZE Simple Scan

**Improve operating efficiencies by scanning documents and sending images from distributed and remote offices to a central location**

Simple Scan reliably and easily captures documents at source and uploads them automatically to the Synergize document management system. Users do not have to be connected to head office to scan, making this especially useful for distributed organizations, remote offices and terminals, 3rd party agents and low bandwidth environments.

Synergize Simple Scan enables organizations to easily scan and transmit documents from an initial source to a central processing location. This greatly reduces cycle times, the risk of lost documents and considerable courier costs.

Synergize Simple Scan offers multiple scanning and saving configurations. The graphical interface allows central management and configuration of scanning settings, such as black & white, color and image resolution. This ensures consistent image quality, small file sizes and optimum scan results with no further user intervention required. Automated background sending ensures documents arrive at head office reliably and according to schedules that you define.

Synergize offers unique features, flexibility, and affordability, making it ideal for the distributed scanning needs of businesses.

### SIMPLE SCAN BENEFITS

- Easy to use and deploy
- Touch screen compatible interface
- Scan unlimited volumes
- Flexible and scalable
- Consistent image quality
- Automated background sending
- Scan and save in multiple settings
- Distributed document capture
- Multi-page and colour capabilities
- Built-in FTP integration
- Cost-effective
- Reliable scanning solution
- Reduced cycle times
- Improved operational efficiency
- Increased productivity
- Reduced courier costs
- Reduced risk of lost documents
- Supports Kofax / TWAIN scanners
- No end-user training required

### Remote Scanning Stations



### Synergize Indexing Station or Automated Process Server



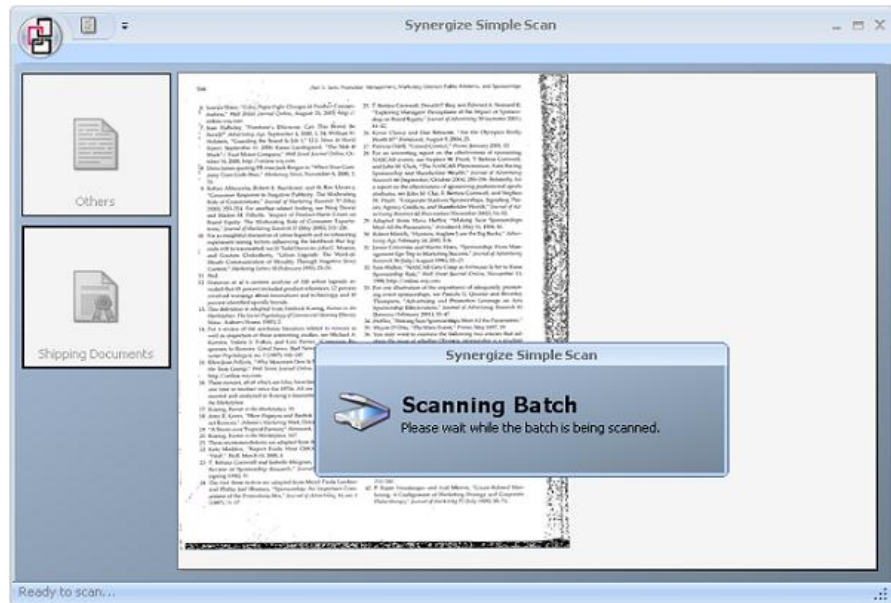
### Synergize Server



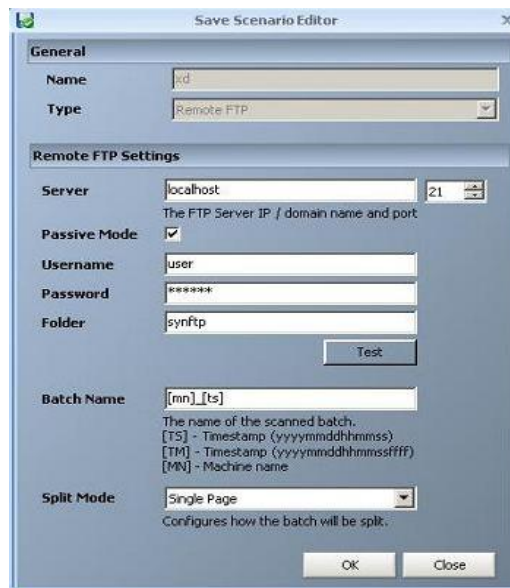
The user-friendly and touch screen compatible interface simplifies scanning and requires no end user training. Unlike some systems, there are no performance or scan volume limits. Synergize Simple Scan is capable of capturing any required volume of documents at rated scanner speeds without any incremental costs.

Synergize Simple Scan is reliable, cost-effective, easy to use and deploy. Your organization will reduce cycle times by efficiently distributing your document capture needs, while at the same time consolidating workflows and processing activities to improve operating efficiencies and enhance productivity.

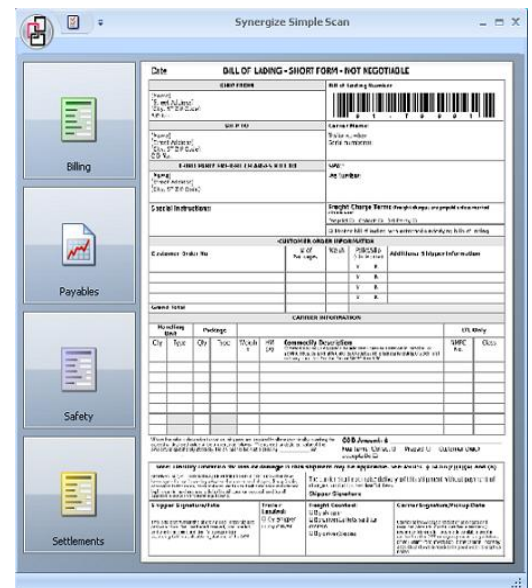
## Scan Batches of Documents



## Save Scenario Editor



## Classify by Document Type



### TECHNICAL SUPPORT

Microdea's Support and Upgrade Assurance (SUA) contract provides access to our in-house technical resources and to the latest developments in imaging technology. Clients with SUA contracts are entitled to the latest version of Synergize at no additional cost.

### ABOUT MICRODEA

As developers of the innovative Synergize Document Automation Solution, Microdea provides clients with advanced document, workflow and process management technologies. This cost-effectively automates and streamlines their paper-intensive business processes.

## SYNERGIZE Simple Scan provides:

- An effective and easy-to-use high volume scanning solution
- Distributed document capture, through the ability to scan documents and send images from anywhere to a central location
- Centralized control of multiple scanning and saving configurations
- TIFF images (Group 4 and 7" color"), with multi-page and multi-color capabilities
- A user-friendly touch screen compatible interface
- No requirement for end user training
- The ability to scan directly to network folders or document management repositories
- Configurable batching, splitting and barcode recognition to expedite the indexing/classification process
- Built-in FTP integration
- Support for Kofax VRS and TWAIN scanning
- No image volume limit on processing or scanning

For more information on any of our products or services please visit us on the Web at: [www.microdea.com](http://www.microdea.com)

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