

# Synergize Desktop

Synergize Desktop is a client-side application that enables users to easily integrate and index to multiple Synergize Repositories.

## Features of Synergize Desktop Include:

### 1. Synergize Printer

- Converts print stream to TIFF for storage.

### 2. Ability to Index

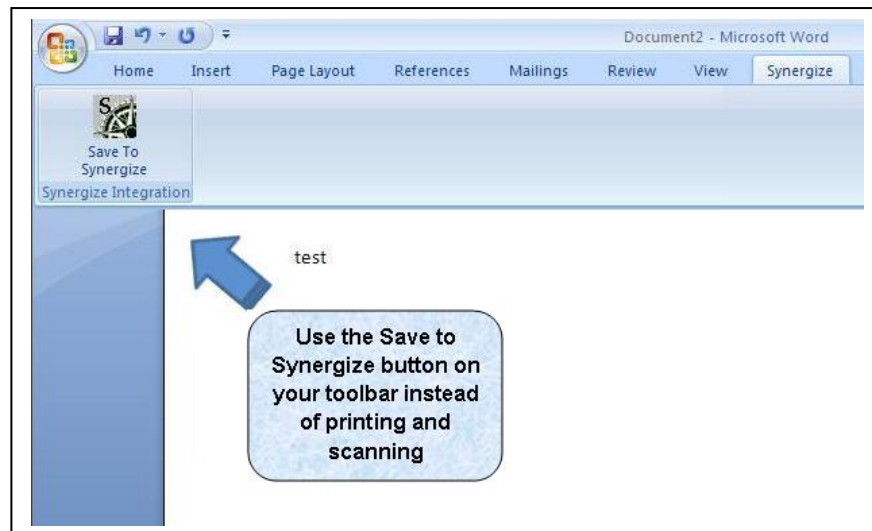
- Synergize Desktop can be configured to scan a directory and index files it finds to a Synergize Repository. When it finds a new file it will prompt the user for the values to index the document with. External lookups can be configured to easily and accurately populate the properties for a document before saving it to the selected repository.

### 3. Hot Folder

- Drag and drop files into Synergize for easy indexing to watch directory.

### 4. Office Plug-In

- With literally one click, you can send your Microsoft Office documents to Synergize
- Integration includes Word, PowerPoint and Excel
- As it uses Synergize Desktop indexing screen to save the document, you can take advantage of the complete Synergize Desktop functionality



Save time and utilize the 'Save to Synergize' button on your toolbar. Instead of printing off the document and scanning it, save it to the Synergize Repository where it is secure and quickly retrievable at any time.