

Scan to PC Desktop Professional Workgroup Edition v9.1

Personalize your Xerox network scanning and your PDF workflow



Overview

The single greatest challenge today to streamlining document-based processes in the office is the fact that there are three dominant, yet incompatible, document formats – Paper, Microsoft® Office and PDF. A significant majority of knowledge and information in the office is still in paper format.

Locked in a paper document, knowledge and information is not easily shared across an organization. Microsoft Office provides millions of professionals a rich environment for document creation. However, the editable Microsoft Office file format is not well suited for electronic publishing and online document storage. On the other hand, PDF has emerged as an electronic file sharing standard providing business users with a format that is well suited for the viewing, sharing, printing and archiving of documents.

Nuance and Xerox have developed a solution to help you bridge this gap between Paper, Microsoft Office and PDF. And a solution to significantly improve the way every person in your organization uses and shares documents – every day. The Scan to PC Desktop Professional Workgroup Edition solution is designed for seamless integration with Xerox multifunction devices.

Scan to PC Desktop Professional is designed to facilitate productive scanning and PDF workflow and includes the following Nuance components:

PaperPort Professional 11

Organize, Find and Share All Your Paper and Digital Documents



OmniPage Professional 15

Convert, Paper and PDF Files into Documents You Can Edit, Share and Archive



PDF Converter Professional 4

Everything you need to convert, create and edit PDF files

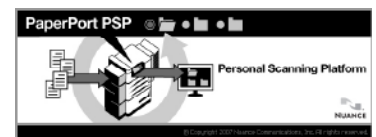


Image Retriever Professional 8

Automated Image Acquisition to the Desktop

PaperPort Personal Scanning Platform 1.0

Personalize Xerox MFP Scanning Menus Directly from the Desktop



Scan to PC Desktop



Professional, users can scan direct to a network folder or even to email. In either situation, Image Retriever will automatically bring the scanned image back to their PaperPort desktop.



Personalize MFP Scanning

The PaperPort Personal Scanning Platform empowers office workers with the ability to customize, directly from the desktop, the scanning menus available to them on Xerox EIP enabled MFPs. With PaperPort PSP, users can

now scan directly and securely from the Xerox MFP to folders on their own desktop. Scanning workflows can be created at the desktop and then published to the device for simple one button completion at the Xerox MFP. Individual scanning profiles are established at the user's desktop and then easily displayed at the Xerox MFP.

With the PaperPort Personal Scanning Platform and a Xerox EIP enabled device, network scanning will never be the same again. You now have the power to convert a "shared" MFP into each worker's "personal" MFP.

Automated Image Acquisition

One challenge organizations face when implementing a network scanning solution in the office is how to simply deliver scanned images from the network device back to the user's desktops where they can productively begin to work with the image files. Xerox and Nuance solve that problem with the Image Retriever tool.

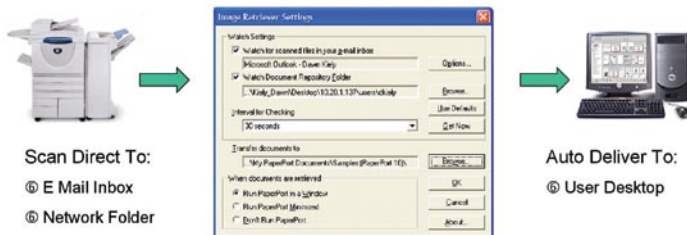
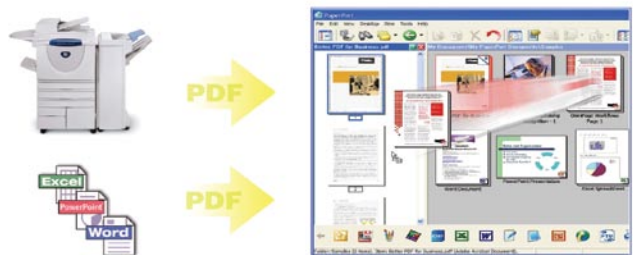


Image Retriever completely automates the image acquisition process so that each new scanned image is there waiting on the user's PaperPort desktop by the time the user physically returns to the office from the Xerox MFP.

You can also easily control which folder scanned images are delivered into on the PaperPort Desktop and with Image Retriever

PDF Document Assembly

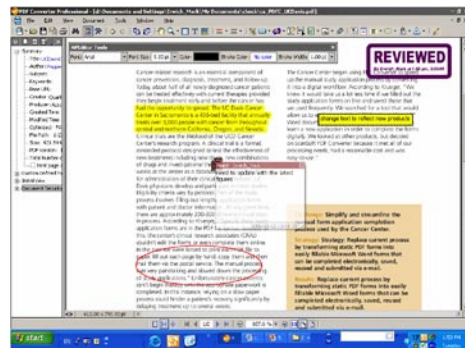
How do you quickly and easily merge scanned images, PDF and MS Office files? With many network scanning solutions, document assembly of both scanned images and digital documents can be a cumbersome process. The answer is scanning with a Xerox MFP and Scan to PC Desktop Professional. Working with scanned and digital documents is as easy as stacking paper.



PaperPort features a unique desktop design that displays individual page thumbnails alongside document thumbnails. Drag and drop entire documents within another document or selectively copy and paste individual pages from one PDF document to another. Quickly assemble custom PDF documents by combining scanned image files with Microsoft Word, Excel and PowerPoint files.

PDF Creation & Editing

Scan to PC Desktop Professional is the fast, easy and affordable way to turn all of your PC documents, forms, drawings and images into industry standard PDF files. With PDF Converter Professional, users have all the PDF tools required in the office, including

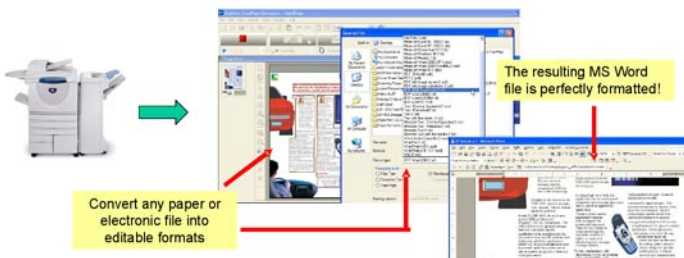


compatibility with all PDF file types, compressed file sizes, password security, 128-bit encryption, batch conversion of multiple files at a time, watermarks, bookmarks, hyperlinks, and more. And with Scan to PC Desktop Professional, users now have the ability to edit directly within a PDF file itself!

Add text, delete text, rearrange layout, and even redact the PDF for permanent removal of sensitive data from the file.

Document Repurposing – Converting Paper to Digital

Have you ever faced the challenge of converting “old” paper documents to new and improved digital documents? Without scanning and Optical Character Recognition (OCR), this conversion is a time consuming and labor intensive process. With the Xerox MFP and Scan to PC Desktop Professional, the solution is professional document conversion from paper to fully editable digital documents with accurate and complete page layout and format retention.



Users can quickly and easily repurpose complex legacy paper documents and output these documents as new digital documents, for example in MS Word or Excel. Using the OmniPage Pro Optical Character Recognition engine, documents are converted with the highest level of accuracy. The output looks exactly like the input. Changes can then easily be made to the new document resulting in a completely new digital document from what once was knowledge and information locked in a paper format.

Auto Conversion to Fully Text Searchable PDF

How do you make your office or your workgroup more efficient with network scanning? One challenge is to get paper out of the office and into digital archives.

For digital archiving of daily work product, the file format of choice is Fully Text Searchable PDF. Often referred to as Image Over Text PDF, searchable PDF retains the original look and feel of the paper document using a PDF Image file but renders the text within that

file as machine readable for a text based search engine. With Xerox and the Scan to Desktop Professional solution, users can complete digital archiving to fully text searchable PDF at the user desktop or as an element of an automated workflow.

Paper to Digital Forms Conversion

So much of the business world today is driven by paper-based forms. Imagine the productivity gains for your organization if you could migrate your key business workflows from paper to digital business forms.

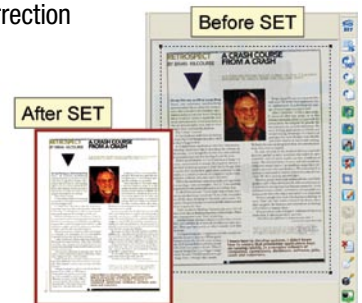


Both OmniPage Professional 15 and PDF Converter Professional 4 now include Nuance’s Logical Forms Recognition engine enabling users to quickly and accurately scan in blank forms and convert them to fillable electronic PDF forms that look just like the original form. Now conversion to a digital forms workflow is just a click of the mouse away with Scan to PC Desktop Professional.

Automated Image Clean Up

As your organization implements a scanning solution for the office, it is also important to enable users to be able to quickly and easily clean up and correct scanned images files at their desktop. PaperPort Professional makes it simple to adjust or improve images as they are being scanned from the Xerox MFP.

PaperPort’s Scanner Enhancement Technology, or SET for short, means the user never has to rescan a crooked document again. PaperPort’s SET tools are a robust collection of powerful image correction and annotation capabilities, including straighten, contrast adjustment, color conversion, sticky notes, highlighter, and stamps.



Call today. For more information call **1800-ASK-XEROX**. Or visit us at www.xerox.com/office/scantodesktop

Specifications - Solution Components:

Scan to PC Desktop Professional Workgroup Edition v9.1 includes:

PaperPort Professional 11
OmniPage Professional 15
PDF Converter Professional 4
Image Retriever Professional 8
PaperPort PSP 1.0

Minimum Systems Requirements:

Please refer to the following URL for a complete list of the minimum systems requirements for Scan to PC Desktop Professional Workgroup Edition v9.1:

www.nuance.com/products/scantodesktop

Flexible Software Licensing Arrangements:

Xerox and Nuance offer the Scan to PC Desktop Professional solution in a multitude of flexible software licensing arrangements.

- In a fixed seat license package with 1 package per Xerox multifunction device.
- In a multi-seat or enterprise site license agreement. These license agreements are scaled to the specific number of users across your organization.
- In Upgrade Pricing multi-seat or enterprise site license agreements. If you are a current user of the Scan to PC Desktop solution (or you have competitive OCR software), your organization will qualify for significantly discounted pricing on the Scan to PC Desktop Professional solution. All of these software licensing arrangements are available to your organization directly from Xerox.

Xerox Products/Services Supported:

WorkCentre Pro Series MFP
WorkCentre Series MFP
Phaser Series MFP
Document Centre Series MFP
FreeFlow SMARTsend

Contacts:

More information on Scan to PC Desktop Professional Workgroup Edition v9.1 and a virtual demonstration can also be found at:

www.nuance.com/products/scantodesktop

(Note: English only web site)

Or

www.xerox.com/office/scantodesktop

For more information on volume license and enterprise license agreements for Scan to PC Desktop Professional Workgroup Edition v9.1, please contact your local Xerox sales representative.