DEVELOP

convert+share

Optimising your document workflows

Workflow optimisation has never been easier

Although automated production processes are standard practice in manufacturing industry, automation is unheard of in many offices. Documents are processed by hand and duplication often inevitable. That costs time and money – something small to mid-sized businesses cannot afford. DEVELOP's convert+share tool helps to cut out such inefficiency – with minimal effort. Its functions are both effective and easy to use, doing away with manual work and sustainably optimising document workflows, e.g. by scanning documents such as Word or Excel files and sending them straight from a multifunctional printer to Windows folders, e-mail addresses, Google Drive, Evernote, Microsoft SharePoint or DEVELOP's document management system store+find. Workflow optimisation has never been easier.

Easy content editing

Nothing is more frustrating than receiving a printed document or non-searchable, non-editable PDF when content has to be edited. Up to now, that usually meant typing the text into a word-processing document – a time-consuming and potentially errorstrewn job. Now convert+share's Scan-to-Word or Scan-to-Excel function creates directly a .docx or .xlsx file for content editing while the reliable OCR engine ensures textual content is accurately recognised. The OCR engine also enables direct scanning into the searchable PDF format that's allows relevant sections of the text to be copied into any other document or textual content to be searched for desired sections.

Convenient automated scanning

Invoices and orders that arrive by post have to be scanned before they can be archived – in many cases step by step and document by document. convert+share speeds up this process through a barcode separation function. A sheet of paper with a preprinted barcode is placed on top of every document and then the whole pile of documents can be scanned in one go. convert+share automatically separates the scans and creates individual documents in the desired file format and sends them to the desired destination. That way they are correctly archived and easy to find.
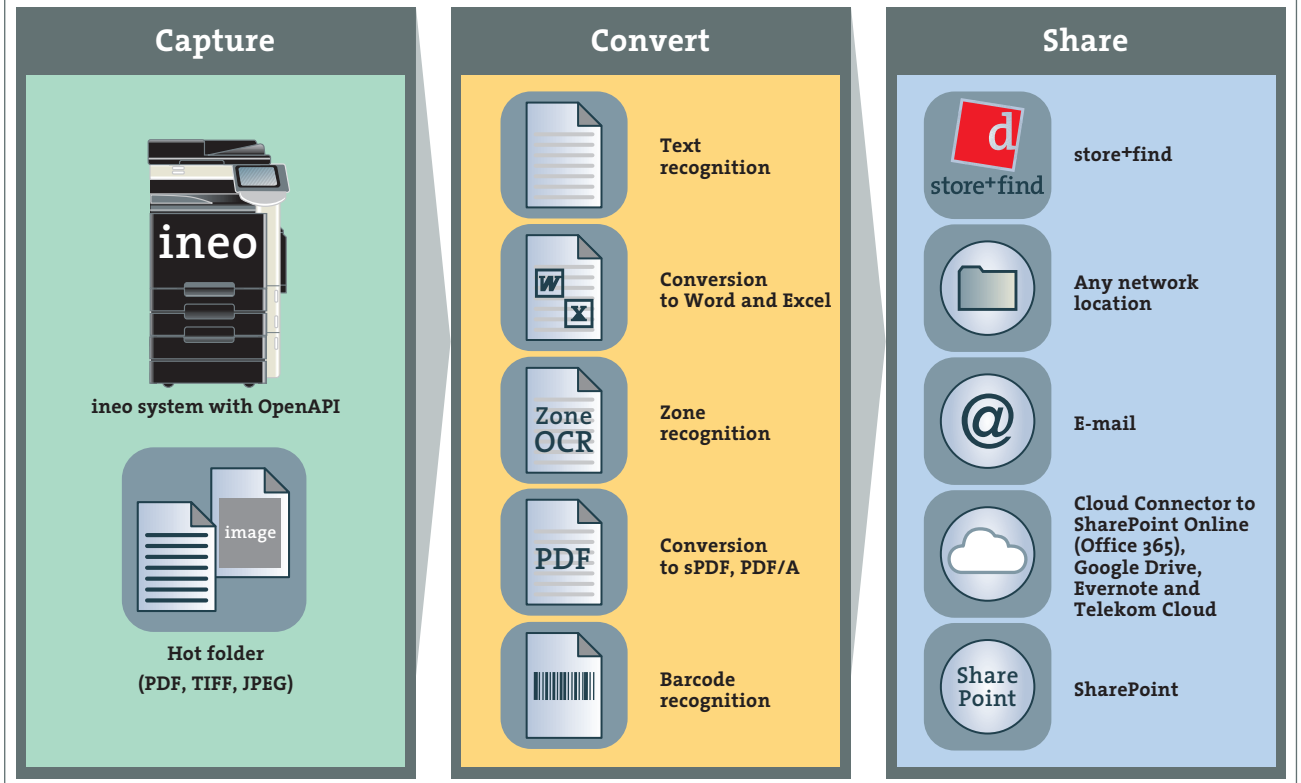
Simplified archiving

Storing documents in Google Drive or Microsoft SharePoint libraries has often involved e-mailing them to a user's address, opening the respective database and storing the document there. Now convert+share simplifies the process by enabling documents to be scanned straight into Google Drive, Microsoft SharePoint/SharePoint Online for Office 365, Evernote or the Windows file system. Even the desired Windows folder can be selected from the panel of the multifunctional device. Documents can also be captured directly by store+find, the convenient document management solution from DEVELOP. This helps you to retrieve documents you need and manage document collaboration. The combination of both solutions is a real time saver in everyday office work as manual interventions are optimised.

Timesaving process automation

convert+share also speeds up the process of extracting information through zone OCR, e.g. recognising a customer's name or account number in a scanned document. This is particularly useful when storing a document in a document management system like store+find. Since zone OCR automatically recognises text in predefined zones of a document, there is no longer any need to enter keywords or index terms. This makes archiving more convenient and speeds up document searches. convert+share even has an ID barcode reader, which is particularly useful when scan destinations have been reliably defined via an added barcode value.

convert+share: Functions for an optimised workflow

Capture

ineo system with OpenAPI

**Hot folder
(PDF, TIFF, JPEG)**

Convert

	Text recognition
	Conversion to Word and Excel
	Zone recognition
	Conversion to sPDF, PDF/A
	Barcode recognition

Share

	store+find
	Any network location
	E-mail
	Cloud Connector to SharePoint Online (Office 365), Google Drive, Evernote and Telekom Cloud
	SharePoint

Ready for electronic archiving

Most electronic archiving systems require a PDF/A file format to ensure long-term archiving. Unfortunately many multifunctional printers do not support this format. But with convert+share it is no problem since this tool scans documents as searchable PDF/A files and immediately stores them in an archiving system such as store+find.

Perfectly easy to operate

Software tools with so many smart functions are often hard to install, administer or operate. convert+share in contrast could not be easier to configure and operate, even for non-IT specialists. Why not see for yourself!

convert+share

System requirements

Minimum hardware requirements
CPU: Dual core 1.8 GHz
RAM: 2 GB
Free memory: 20 GB
Network: 100 MBit

Software Server
Windows XP Service Pack 2 (32/64-Bit)
Windows Server 2003 Service Pack 2 (32/64-Bit)
Windows Vista Service Pack 2 (32/64-Bit)
Windows Server 2008 (32/64-Bit)
Windows Server 2008 R2 (64-Bit)
Windows 7 (32/64-Bit)
Windows 8 (32/64-Bit)
Windows Server 2012
Windows Server 2012 R2

Multifunctional systems
Current Develop systems with OpenAPI support
for panel integration
Scan-to-SMB for hot folder function

For store+find connector
> store+find 1.9.5 or later
> Connector: store+find and convert+share
  need to be installed on the same server
> For further information please refer
  to the release notes

Text recognition
> Text recognition is limited to 5,000 or 10,000
  pages a month depending on the scan package
  ordered

Functional overview

Document capturing
> Document processes start directly at the
  multifunctional printer
> Predefined hot folder automatically forwards
  incoming documents to convert+share

Document processing
> Creates searchable PDF and PDF/A files
> Scan-to-Word and Scan-to-Excel function
> Zone OCR recognizes textual content within
  predefined zones of a document
> Barcode reader recognises pre-defined barcode
  values for further processing or separates multiple
  documents scanned in a single scan process

Document transfer
> Stores documents in Microsoft SharePoint,
  SharePoint Online (Office 365), Evernote,
  Google Drive, Telekom Cloud and Windows file system
> Forwards documents to an e-mail server
  for e-mail transmission
> Sends documents directly to Develop's electronic
  document management system store+find

User management
> Access restriction requires Windows or
  Active Directory user name and password

Please contact your dealer for further information.