

## Drivve | Image

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- Image capture and routing for streamlined business processes.
- Process documents faster saving your organisation valuable resources.
- Build complex workflows in minutes to ensure that you never lose a document again.



## The benefits

**Drivve | Image streamlines the digitisation and document routing processes with advanced, user-friendly, customisable tools for automated document capture, processing, and secure distribution. With Drivve | Image, your device becomes a full workflow engine that saves time, eliminates errors, and improves business processes.**

### Cost Reduction

By using Drivve | Image to help digitise your processes you can save time & money whilst processing documents faster. Digitising processes minimises document shipping costs and reduces hardcopy document storage costs. Drivve | Image also helps you eliminate the processing errors which are often associated with manual data management and input. Drivve | Image on your Toshiba devices can help you spend less time and money processing your documents.

### Security

Never lose an important document again by using Drivve | Image on your Toshiba devices to automate processes and workflows. With Drivve | Image you can control user-access to workflows at the device by applying document-level security & control. To help you support secure remote working, Drivve | Image supports the use of digital signatures and facilitates regulatory compliance and corporate governance.

### Connectivity

Drivve | Image provides centralised administration across locations for all scanning devices. Your organisation can take advantage of bi-directional connectors with key business systems to create fully-integrated workflows directly from your Toshiba devices. This allows users to submit captured information directly to your document management system as well as integrating your business applications & any ODBC compliant database including your existing email and fax systems.

### Productivity

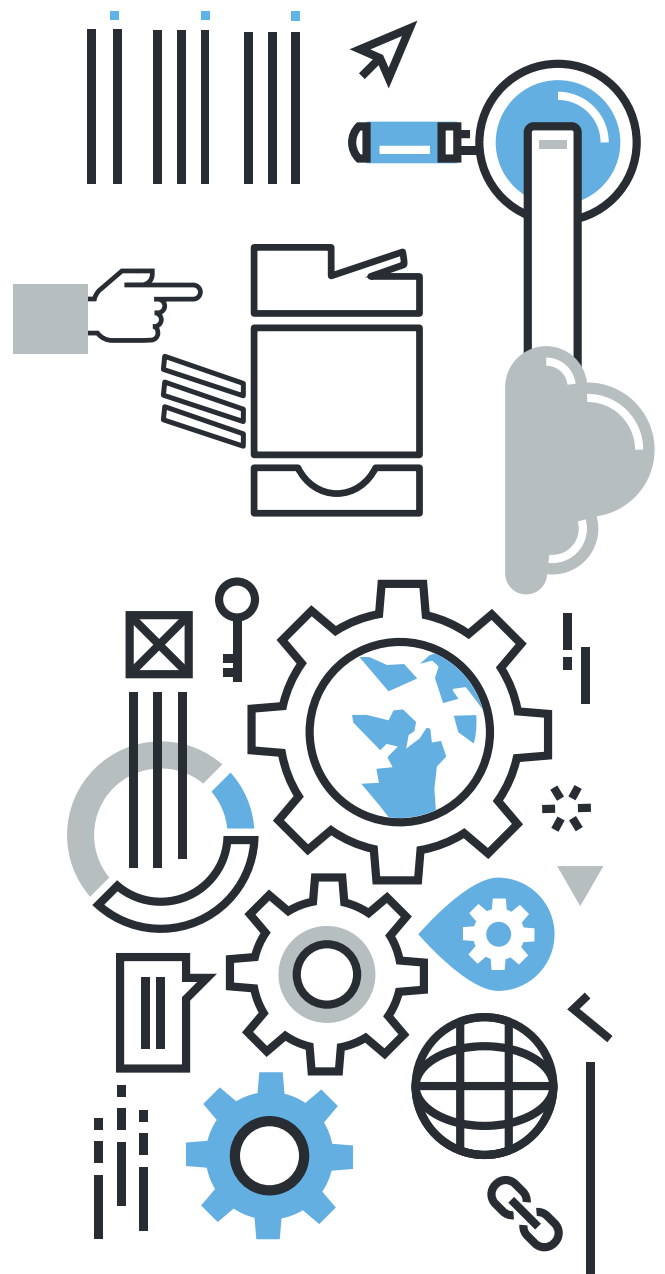
Accelerate the processing, filing & distribution of paper documents by automating the capture of your organisation's key data. Digitising allows you to automate error-prone manual data entry and manage complex process and workflows at the push of a button on your Toshiba devices. Not only that, if your organisation has a unique workflow, Drivve | Image facilitates the creation of personalised workflow profiles to meet your needs.

### Usability

Any new technology introduced into your organisation needs to be easy to use to ensure maximum uptake amongst users. That's why Drivve | Image has an embedded interface on Toshiba devices which is as easy to use as an app on your smartphone. Drivve | Image offers one-touch image capture & routing to directly integrate scanned documents into your processes and workflows. Finally, installation and configuration are fast and easy to ensure you're up and running as quickly as possible.

### Power

By enabling your organisation to build complex workflow processes in a minute, Drivve | Image transforms your Toshiba devices into a powerful workflow machine. Drivve | Image can process multiple scan jobs in parallel and also scales with your business. This powerful tool offers consistent usability across all Toshiba MFPs and supports Single Sign-On (SSO) at your device.



# Features

Drive | Image is a high performance, feature-rich scanning software that offers you a smart way to enhance and seamlessly integrate your scan workflows into your information infrastructure. It optimises business processes by intelligent capture, processing and distribution in full security.

## Scanning Tools

- Create searchable PDF or PDF/A documents
- Search your central filing structure from the device
- Automated document separation - even by barcode
- Benefit from personalised scan workflows

## Barcode Features

- Reach a wide range of 1D & 2D barcodes
- Use barcodes to automatically index documents
- Trigger workflows based on barcode content
- Supports multiple, simultaneous barcode identification

## Database Connector

- Integrate with any ODBC compliant database
- Automatic indexing using data pulled from a database
- Supports database look-ups from the scan device
- Link to back office CRM and financial systems

## Universal Exchange Connector

- Bi-directional integration into Microsoft Exchange
- Access personal address books at the scan device
- Find send mails in your “Sent Mail”-box
- Email function supports multiple To, Cc and Bcc addresses

## Print Management Connector

- Connect selected print management systems and Drive | Image
- Login once on the device to use both Drive | Image and your print management software via single-sign-on (SSO) function
- Benefit from fully integrated scan & print workflows

## OCR Capabilities

- Convert images to editable formats (PDF, Microsoft Word, Excel, etc.)
- Supports over 100 languages for best possible OCR results
- Document separation using text recognition
- Automatically extract data elements using zonal OCR

## Cloud Connector

- Scan directly to Microsoft OneDrive, Google Drive and Box and choose the file folder at the device
- Use the WebDAV standard for transferring your scanned documents
- Integrate into your Office 365 environment

## SharePoint Connector

- Scan directly into existing SharePoint filing structures
- No installation of additional components required
- Auto-generate new filing structures
- Automatically update index fields in SharePoint

## Lotus Notes/Domino Connector

- Bi-directional integration with IBM Lotus Notes & Domino
- Access Lotus Notes address books at the scan device
- Scan to your personal “Drafts” folder
- Find sent emails in your Lotus Notes “Outbox”

## Desktop Client

- Access all Drive | Image functions on a Windows desktop
- Process existing documents from a local workstation
- Wide variety of input and selection options for Drive | Image profiles
- Interactive scanning for TWAIN scanner



For more information please contact one of our Managed Print Services consultants:

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