Bottomline Technologies

A flexible scanning and imaging solution to drive electronic document workflows.

Transform™ Scan Center

Image Capture Technology for Transactional Document Archives

Solution Features and Benefits:

- ISIS and VRS support

- Works with many document scanners

- Supports multi-function devices

- Image processing

- Full-page or zonal OCR

- Barcode recognition

- Key-from-image indexing

- Retrieves information from external databases

- Pre-packaged integration with Transform Content Center, Transform AP and Microsoft® SharePoint

Organizations moving from paper-based to electronic processes are deploying solutions that eliminate the need to produce paper internally. Nevertheless, these same organizations cannot always control the behavior of their vendors, customers and partners. In order to have current and historical visibility across the entire transaction lifecycle, including all associated documents, organizations need the ability to capture paper documents from all sources and incorporate it into their electronic processes.

Document Imaging that Supports Paper-to-Electronic Business Migration

Transform Scan Center helps organizations process, index and store their documents more efficiently, reducing cycle times and increasing accuracy rates. Once scanned, the paper is no longer necessary and organizations can continue to follow their electronic document workflows and business processes.

Transform Scan Center drives document scanners at fully-rated speeds or accepts documents scanned via multi-function devices or stored in file systems. The latter options allow organizations to segment or decentralize the image capture portion of the process, while at the same time preserving centralization of document indexing and storage requirements.

To reduce labor and the potential for error associated with identifying images, Transform Scan Center leverages both zonal and full-page Optical Character Recognition (OCR) and barcode recognition technology to automatically process documents. In lieu of these options, an operator can take advantage of key-from-image verification to manually identify, separate and add index values to documents for efficient storage and retrieval. To maximize the information associated with an image and eliminate redundant data look-ups downstream, Transform Scan Center can access existing databases to retrieve information which may not be included on the document itself, such as vendor number or internal ID. This information can then be incorporated into the indexing and storage process to further improve search and retrieval efficiency.

Integration to Transform Content Center for Digital Document Storage and Retrieval

Once processed by Transform Scan Center, images are routed to Transform Content Center for secure storage and retrieval. Working together, Transform Scan Center and Transform Content Center offer customers a way to fully automate the lifecycle of their documents.

Transform Content Center automates the labor-intensive, manual processes of sorting, filing and retrieving your business' most critical transactional documents, payments and related files. Leveraging Transform Content Center's self-service Web application, all archived files are indexed and made available for instant search and retrieval from a convenient Web browser, dramatically increasing the efficiency of your business processes, while reducing the costs and hassles of paper document handling and storage.

Transform Content Center Features:

- Browser-based access to all documents and related files stored in a secure Web application

- Scalable for both departmental and high-volume, enterprise-wide uses

- Role-based security integration with Microsoft® Active Directory for streamlined user access management

- Password encryption at the document and file level for additional safeguards against unauthorized viewing and printing

- Select single or multiple documents for distribution via fax, print or email

- Full text search on particular keywords, sentences or phrases

- User-specific views of document file types and status

- Email alerts regarding arrival of documents and document status changes

- Centralized archive also supports non-Bottomline produced documents and related files

Leveraging the subscription and routing capabilities of Transform Content Center, organizations can also notify users of new documents. In this manner, Transform Scan Center becomes a trigger for downstream process automation.

Administration

In order to streamline maintenance and support across a number of disparate workstations, Transform Scan Center may be configured to store profiles in a central location. Changes to these profiles can be made once and then published to individual user workstations. By eliminating the need to interact with each desktop, Transform Scan Center reduces the IT overhead associated with the product.

Why Bottomline?

For more than 20 years, Bottomline has been focused on software applications that optimize document-driven processes. As a result, Bottomline possesses both the proven solutions and the tested domain expertise to deliver consistent customer value and significant return on investment. As a leader in document processing automation, Bottomline solutions have been successfully installed in thousands of organizations around the globe.

System Requirements

Transform Scan Center is supported in a Windows® environment and utilizes standard scanner interface protocols. For complete details on supported hardware and software platforms, please call 800.472.1321 (option 2) or email info@bottomline.com to be connected with a representative in your region.

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Think Bottomline

Bottomline *Technologies*®

bottomline.com

Corporate Headquarters
Portsmouth, NH 03801 USA
tel 1 800 472 1321, +1 603 436 0700
email info@bottomline.com

Europe, Middle East, Africa
Reading, Berkshire RG17JX
tel +44 118 925 8250
email emea-info@bottomline.com

Asia-Pacific
Hawthorn East, VIC, 3123 Australia
tel +61 3 9824 6888
email ap_info@bottomline.com.au