

IntrospeQt InstaCapture

Document Capture Simplified

INTROSPEQT

InstaCapture™ Desktop is a simple out-of-the-box desktop document capture solution designed to effectively capture, classify and digitize paper documents into readily searchable electronic assets. It enables individual users with comprehensive features to batch scan, index and easily search for scanned images. With a rich feature set to streamline and automate the document capture process, it enables organizations to rapidly transform paper assets into actionable knowledge assets.

Document Capture Streamlined

InstaCapture Desktop streamlines the document capture with its simple scan, index and search modules. With configurable scanning profiles, documents can be scanned at source in color, black and white or grayscale. Multiple scanning profiles can be set-up to handle varied capture requirements. To ensure optimal image output, the resolution and size of the images can be predefined and even blank pages removed. Scanned image quality is further enhanced with features such as image re-size, de-skew, rotate, zoom and crop.

Multiple document recognition modes such as document position, barcodes and patch codes are used to automatically separate documents and classify documents. Manual indexing is enabled for metadata and is further simplified with guided indexing that highlight zones of index fields in the document image. Indexed documents stored in the InstaCapture storage system can be easily searched, retrieved and even converted into searchable PDFs.

InstaCapture Desktop can be leveraged both as a stand alone capture solution and a front-end capture solution to an existing Document Management Systems (DMS). Deployed with an add-on module, iConnect (a connector module), it can seamlessly transfer captured documents and their properties directly to your DMS. Connectors are now available for leading DMS—FileNet, Alfresco, DB2 Content Manager, SharePoint, KnowledgeTree and Karomi

Test Drive InstaCapture Desktop—download a evaluation version at www.introspeqt.com/icapture.htm

How InstaCapture Desktop Works?

Process Snapshot

Scan/Import

- Batch scan paper documents from source or bulk import scanned images from file system

Separate:

- Manual or automatic separation of documents with various document recognition methods

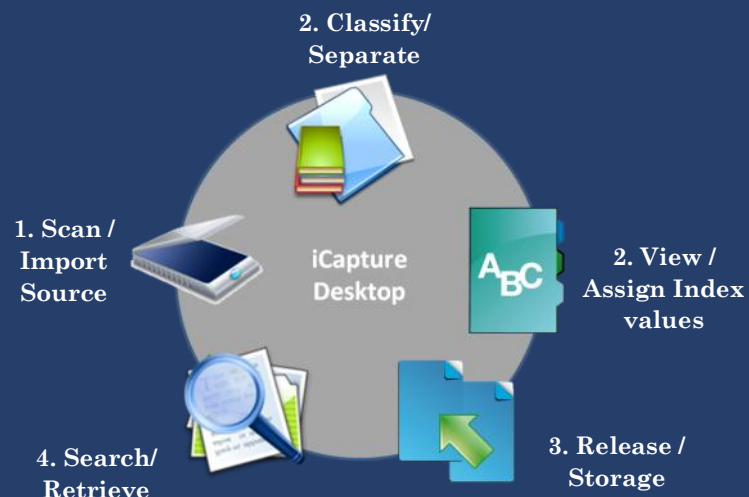
View and Index

- View, enhance or modify document images
- Index documents with relevant references

Store and Search

- Release documents to storage system
- Search, retrieve and view documents
- Convert to searchable PDFs

Capture Overview





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Enabling Efficient Document Capture— What InstaCapture Desktop offers:

Scan Management Features

- Handles ad-hoc to complex batch scan
 - Supports bulk import of scanned images
 - Manual and automatic document separation modes
 - Black & White, Greyscale, and Colour Scanning
 - Configurable scanning profiles for document types
 - Multiple recognition methods (Barcodes, Patchcodes and Position)
 - Multipage document editing, drag and drop images into batches, delete or insert images
 - Multiple electronic image formats (TIF, JPG, PNG and BMP)
 - Post scan conversion to searchable PDF
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Image View Features

- Easily Zoom, Re-size, Rotate images
 - Enhance images with image de-skew
 - Automatic blank page removal from batch
 - Options for image cropping & derivations
 - Enables multi-page document editing (delete, insert, edit)
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Index & Search

- Options for manual and guided (zones) indexing
 - Provides simple, easy to execute meta-data search
 - Post scan conversion to searchable PDF's
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User Interface & Deployment

- Out-of-box desktop capture solution
 - Compatible with all TWAIN scanners
 - User installable and production-ready within hours
 - Simple and easy to use
 - Easy to configure—no coding required
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System Requirements

- Microsoft® Windows® 2003 and 2008 with latest service pack; Windows XP Professional with latest service pack, Windows Vista® (additional security steps to be completed during installation)
- Minimum 256MB of RAM. 1GB of available hard disk space (recommended)
- Microsoft. Net Framework 2.0
- Self installs with MS Access database

Discover the benefits of InstaCapture™

Make the most out of IntrospeQt InstaCapture and unleash the power of information locked in your paper assets. InstaCapture comes in product variants to suite your unique business needs—**InstaCapture Desktop, Advantage and Workgroup**. These are supplemented with effective add-on modules such as **iConnect** which enable seamless document capture integration with leading DMS such **FileNet, Alfresco, DB2 Content Manager, SharePoint, and Karomi**.

Need More Information?

Get started today to discover the benefits, contact us for a product demo or to purchase your copy of the InstaCapture software license. For more information logon to our website www.introspeqt.com or contact our sales team on +91 9448141363