



Image**Capture**

*Your invoices computerised and processed directly
in your financial application.*

SCANSYS
vision on imaging

*Stamping, booking, distributing
and archiving purchase invoices.
With ImageCapture, this will
become a thing of the past.*



*From purchase invoice
to electronic processing,
approval and archiving*

Every organisation is familiar with the time-consuming process: Stamping, booking, distributing and archiving purchase invoices. Documents are left on desks or lost. With ImageCapture, this will become a thing of the past.

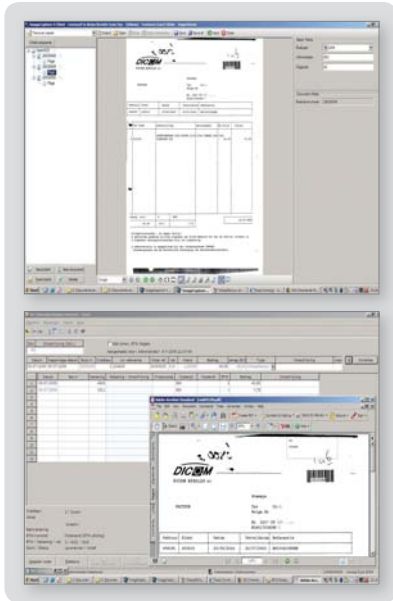
ImageCapture is scanning software that can be implemented in a flexible manner. It scans a great variety of documents, such as purchase invoices, bills of lading, order confirmations, and time registration sheets. OCR recognition enables automatic processing, making it possible to link purchase invoices directly to entries in your financial application.

*Direct interface
with your
financial
application*

An e-mail message automatically notifies the budget owner of new invoices, which you can retrieve and approve directly in your financial application or your workflow application.

After further entry, these appear automatically on the accounts payable sheet and ledger account. ImageCapture means that your invoice flow is never delayed again and you will never lose another invoice.





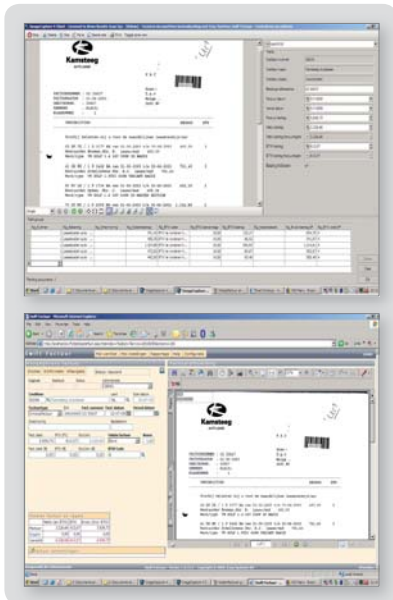
Purchase invoices, electronic archiving

With ImageCapture, you can batch scan invoices that have already been posted in your financial application. The invoices are separated, converted and linked to the correct transaction automatically. From this link, the scanned invoices can directly be retrieved in your financial application from all relevant perspectives, e.g. the creditor, ledger account, or any other level.

Purchase invoices, electronic approval

Organisations that send invoices for physical approval can approve the invoices electronically scanned by ImageCapture at their own workstation via the workflow functionality in their own financial application, or via a link to external workflow software.

The accounts department will always have a complete overview of the status, and a detailed log file will be created to show the settlement of each invoice. Sending, losing and calling around about unapproved invoices will thus become a thing of the past.

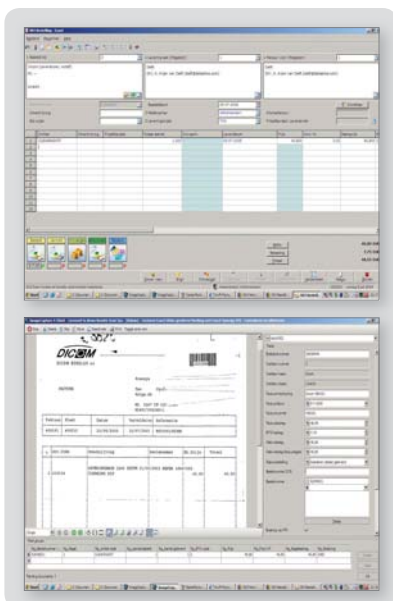


Purchase invoices, automatic processing

Every company has to deal with entering purchase invoices. Many organisations receive a mix of trading invoices and cost invoices. Checking and entering them is a time-consuming process. By extending ImageCapture with the Invoice Class module, you can scan - automated input - these invoices, after which an entry proposal is made automatically based on information from your financial application.

The direct interface with your financial application allows you to refine the entry rules with cost centres, types, and other categories. The invoices are then converted to a fully searchable format, an electronic block stamp is added, and the invoices are generated as entries immediately in your financial application.

You can match trading invoices at the detail level immediately against purchase orders generated in your financial application, after which you can take direct action in the event of deviations.



The benefits at a glance, Document Class

- Batch scanning via a separate scanner or copier with scan to file option
- Automatic image enhancement
- Electronic block stamp
- Full text search queries on scanned invoices
- Your invoices are linked directly to your financial application
- Electronic routing/approval via e-mail and workflow applications
- Suitable for deployment for other applications

The benefits at a glance, Invoice Class

- Automatic reading of cost invoices with entry proposal
- Automatic reading of trading invoices with direct validation against purchase orders
- Full check of mutation accuracy



Links to financial applications:

- Accept Financieel
- AFAS Online
- AFAS Profit
- Cash for Windows
- Exact AEC
- Exact Financials
- Exact Globe (Next)
- Exact Online
- Innolan Alure
- Kalshoven REMS
- Microsoft Dynamics AX
- Microsoft Dynamics NAV
- Microsoft Sharepoint
- Proteus IBT
- Ridder iQ
- SAP Business One
- SnelStart
- Twinfield
- Trimergo T2
- Unit 4 Dibis
- Unit 4 Multivers
- VCD Vidavi Crediteuren
- Visma AccountView



Links to workflow applications:

- Easy Systems Swift factuur
- Exact Synergy
- KC Nederland Glyder workflow
- WhiteVision workflow

Document Class

- Flexible processing of unstructured documents
- Batch scanning and importing
- Manual and automatic indexing
- (Interactive) OCR and BARCODE recognition
- Use of free entry fields
- Use of (ODBC) tables
- Use of auto increment fields
- Full check of data input
- Image enhancement
- Image annotation
- Export to searchable PDF, TIFF, JPG, PNG, HTML, ASCII, XML, and WORD format
- Dynamic creation of file names and directory structures
- Export functions to ODBC compliant databases
- Export functions to Outlook (Express), Groupwise, and SMTP mail clients
- Export functions to FTP servers
- Other export functions upon request
- Standalone and multi-user configurable
- Supports all common scanners and multifunctionals with scan to file option

Invoice Class

- OCR recognition for automatic identification of supplier
- OCR of fixed and variable positions
- Coding of cost lines and input of additional information
- Direct validation on tables in your financial application
- Direct export of entries and scanned documents sent to your financial application

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