



# Kodak

## Software Overview

# Kodak Software—automate document capture for greater productivity

Kodak understands the demands of document capture across virtually any operation—from single document, ad-hoc to batch scanning, from desktop to high-volume production. We make your choice for capture software simple, because we provide the functionality to increase efficiency within any real-world scanning environment. With Kodak, it's simple to make, manage and move images and information more productively, while reducing costs.

From an office professional scanning documents into **Microsoft Word** or **Adobe Acrobat**; to the knowledge worker adding images to a customized application; to a dedicated operator scanning large groups of documents, indexing and sending them to ECM workflows; Kodak has the software and features you need to succeed.

## Kodak's Smart Touch functionality



- Fast, easy, "one-touch" scanning for any experience level; select a profile, press a scanner button, and your documents go where you like, automatically
- Ideal solution for ad-hoc document capture and input
- Installed with scanner drivers and shipped with your scanner

### Features include:

- Nine, preconfigured "one-touch" settings for simple customization
  - Scan to multiple file types (PDF, searchable PDF, single and multi-page TIFF, JPEG, BMP, and more) and destinations including e-mail, **Microsoft SharePoint** (2007), **Word** and other third-party applications
- Optional preview, edit and file naming

### Typical Smart Touch customer environment

- Ad-hoc use of single or multiple scanners
- Customers without complex scanning or workflow needs

### A smart choice if you need to:

- Convert documents into PDF, **Microsoft Word**, or image file formats
- Send to common destinations like e-mail, **Microsoft Office**, **Adobe Acrobat**, **Microsoft SharePoint** (2007), **PaperPort**, **OmniPage**, or other third-party applications
- Send documents to a network printer or scan a business card

### Why choose Smart Touch?

- No training required; "one-touch" scanning
- Set presets for scan to file



## Kodak Capture Desktop Software

- Building on most capabilities of Smart Touch, **Kodak Capture Desktop Software** provides the essential functionality to quickly capture and convert documents into usable information
- Optimized for environments where multiple users share a scanner for capturing and enhancing files
- Capture, edit and output anything from single documents to larger batches
- Complete set of icon-based tools available to simplify scanning and automate your capture workflow
- Included with your scanner purchase

### Features include:

- Post-scan editing — rotate, crop, rescan, insert page and split document
- Conveniently make scanner setting overrides
- Add a single index (manual or drag-and-drop OCR)
- Automated document separation by count or by using blank sheets of paper
- Page setups for easy configuration of commonly used features
- Create output to file/e-mail/printer
- Advanced **Microsoft SharePoint** output options
- Support for **Microsoft Windows 7**
- Capability to assign more than 25 shortcuts/scanner buttons to common jobs

## Kodak Capture Pro Software

- A full featured, easy-to-use and versatile scanning application ideal for departmental to production environments
- With a single user-interface, **Kodak Capture Pro Software** works seamlessly with scanners from Kodak and other popular manufacturers
- Integrates easily with existing and new applications
- No click charges or volume add-ons to maximize your ROI
- Available for purchase

### Features include:

- Support for over 160 scanner models from all leading vendors
- Automated functions to enhance productivity
  - Automated document separation (e.g. by patch code, barcode or OCR value)
- Auto Import automatically and continuously imports existing files from “hot folders,” delivering many of the imaging functions available from scanned files
- Advanced indexing with up to 999 indexing fields plus drag-and-drop OCR
  - 1-D and 2-D barcodes, zonal OCR/MICR
- Output to dozens of popular DM and ECM systems, including **Microsoft SharePoint** (2007 and 2010) and **EMC Documentum**

### Typical Kodak Capture Desktop Software customer environment

- One or more users of a **Kodak Scanner** performing entry-level document batch scanning or editing

#### A good choice if you need to:

- Capture single documents or batches at one time
- Perform post-scan editing such as rescan page insertion, rotate and crop
- Perform basic indexing
- Save as searchable PDF and multi-page TIFF while using drag-and-drop OCR for naming

#### Why Kodak Capture Desktop Software?

- Shortcuts and optional scanner button support keep scanning simple
- Ideal for scanning batches of documents with easy-to-use, post-scan editing tools
- Add a single index field
- Flexible output options with easy setup
- Seamless upgrade to full featured **Kodak Capture Pro Software**

- Support for **Microsoft Windows 7**

- Database lookup to validate or auto populate fields with data from ODBC sources
- Image merge and split
- Content based blank-page removal
- User profiles
- Advanced system output destinations
- Enhanced APIs for easy development and integration

### Typical Capture Pro Software customer environment

- One or more dedicated capture operators, using one or more Kodak and/or third-party scanner(s)

#### A great choice if you need to:

- Capture, QC and index multiple batches
- Release images and associated index data to other systems
- Customize application setup, screen layouts, shortcuts, etc.

#### Why choose Kodak Capture Pro Software?

- Optimized for high productivity with many automated tools
- Full indexing capabilities including barcode, zonal OCR and MICR
- One software product supports hundreds of different scanners and provides dozens of system APIs

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