



IN POINT

**CREATE, NAME, INDEX AND
FILE ELECTRONIC DOCUMENTS
AUTOMATICALLY FROM YOUR MFP.**



INFODYNAMICS

Create, index, file and store electronic files in a single scan.



Get paperless in a single scan!

We've all been there, standing in front of the copier, fiddling with the menus, trying to figure out how to file scanned documents while others impatiently look over your shoulder. Imagine scanning documents at your MFP and having them automatically named, filed and indexed without giving up valuable time in your day. INPOINT™ is a remarkably affordable utility that turns your copier into a stream-lined document center.

INPOINT™ allows users to scan documents at the copier and then send the images directly to a network folder as a tiff, pdf or searchable pdf. During the filing the document image can also be cleaned up automatically. INPOINT™ offers many advanced document clean-up options; remove blank pages, hole punches blob, speckles and borders.

INPOINT™ scans directly to your network and optionally SharePoint and Microsoft Exchange ready.

Automatically create, name, index and file documents from a MFP while scanning. Documents can be sent to a network folder as a tiff, pdf or searchable pdf. Be able to clean up scanned documents with advanced document clean-up. Such as, remove blank pages, hole punches, blob, speckles and borders. Add head and footer stamps with auto-incrementing Bates Stamping.

The fast, easy way to get paperless in a single scan.

- Automatically create, name, index and file your documents directly from an MFP.
- File and scan documents to a network folder.
- Create searchable PDFs.
- Customizable indexing and filing rules.
- Perform advanced document clean-up, remove blank pages, hole punches blob, speckles and borders.
- Create CSV, PDF, XML and custom templates.
- Header and footer stamps with auto-incrementing Bates Stamping.
- Barcode identity. Use to separate, name or file documents.
- Online software updates.

Additional features are available that allow even more functionality at the MFP.

- **Connect** - allows users to also automatically name and file scanned documents directly into SharePoint or to a network folder using Active Directory. It also has the added functionality to email scanned documents directly from the MFP and be able to access global or personal address book.
- **Card Connect** - allows users to scan multiple business cards at the MFP at one time and have the information automatically captured and export the results into an industry standard VCARD. This then can be reviewed and modified directly at the MFP then imported into Microsoft Outlook and many other contact management systems.

INPOINT™ System Requirements

Workstation Specifications

- Pentium 4 or greater
- 2 GB of RAM
- Network Interface card
- Windows XP, Vista, Windows Server 2003, Windows Server 2008
- OSA 3 or higher enabled Sharp MFP
- Connect Specifications

SharePoint Services v3.0

- Microsoft Office SharePoint Server (MOSS) 2007
- Exchange Server 2003/2007/2010



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