



# DOCUMENT CAPTURE & ROBOTIC SOLUTIONS

*-Turning Paper into Data-*

Documents may be captured via scan, web import or batch import methods. Documents may be scanned using production feeder-based scanners or multi-function devices. Electronic documents like word, jpg, PDF, Excel, etc, are easily imported and indexed via browser client or scan & index module into the central repository to make these documents readily viewable by the intended users.

## Increase Productivity, Reduce costs, Lower Risk

- Automate document capture, processing, & export
- Eliminate manual data entry with Data Capture Capabilities
- Reduce costs
- Improve information compliance



Documents are capture thru the scanning process. By utilizing the advanced scanning capabilities, Robotic Process Automation will read and extract the information from the scanned document.

## Automate Document & Data Capture

- Accurate recognition & data capture
- Capture from MFPs, scanners, fax, email, Web, and smartphones
- Extract data using OCR, ICR, OMR, Barcode & Logo recognition
- Validates & Verify Data to ensure accurate processing



User have the chance to run thru all the scan images to check for image quality. Rescan can be perform.

## Deploy Integrated Solutions

- Export documents & data to DMS, RMS, database, & other systems
- Combine paper & electronic forms solutions.



User will use the indexing capability to tag the documents.



After indexing, the document will be exported to the Content Server.

## Docuflo Scan, QC, Index, Verify and Export Client

Docuflo Scan, QC, Index, Verify and Export client allows users to scan and index documents such as reports, product records, reference materials, quality control manuals, etc. Scanning process involves digitizing hardcopy documents into electronic documents. Once converted, relevant indexes are captured to tag these electronic records.

### Indexing

#### Automated Zone Optical Character Recognition

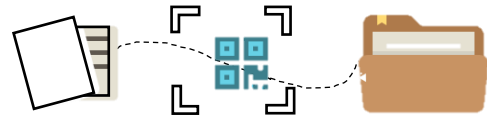
Applied to facilitate easy and quick capture of index values in an automated manner

A zone template can be built standard structured documents, where the system will extract the indexes from a location in the document that are prefixed during the template creation. This method will save the operator time to manually enter the indexes.



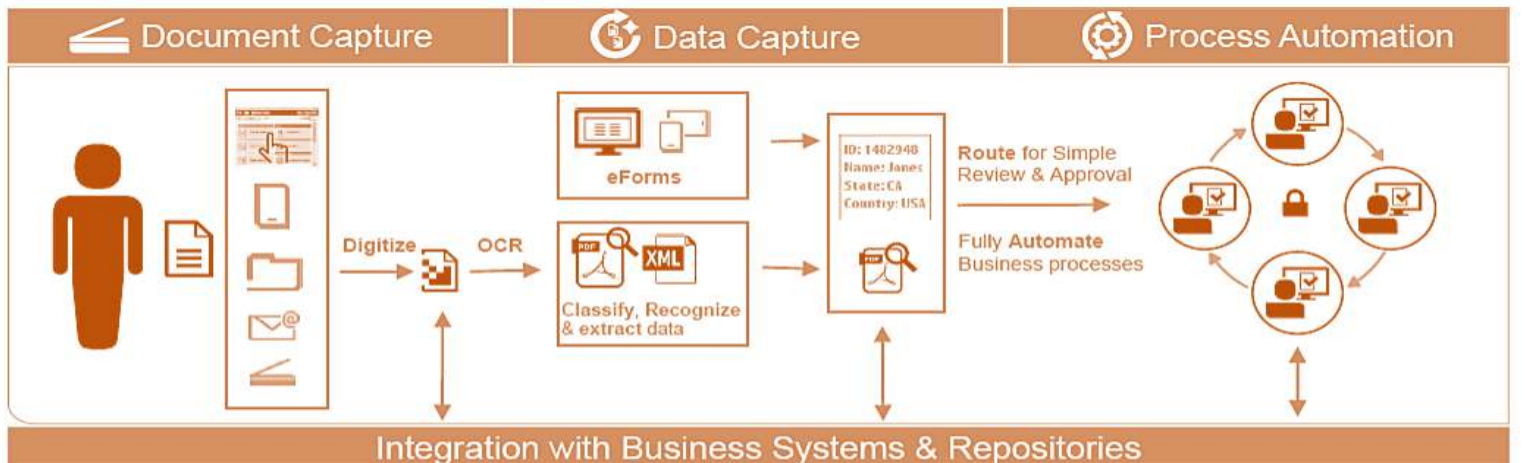
#### Barcode Indexing

Barcode indexing allows the system to read the contents of barcodes on a document and utilizing that information as indexes



#### Manual entry

For entry that cannot be done in both ways mentioned, then manual entry will be used.



Capture paper and electronic documents from any source and location

Create searchable electronic documents  
Classify documents and Extract data

Update business systems & repositories at any point  
Capture data electronically using intelligent eForms

Easily route data and documents for review & approval  
Fully Automate processes involving both paper & electronic information

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## ABOUT US

InfoConnect started business in 1995. It is involved in providing information and content management solution and assisting our clients to improve efficiency, productivity and profitability in the digital economy.



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