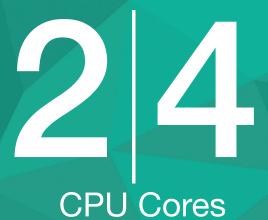




GlobalCapture® Convey

& Convey PLUS





# GlobalCapture® Convey



## How does it work?

GlobalCapture® Convey is a very flexible tool for capturing and distributing documents intelligently, helping your company to have more efficient workflows and greater productivity.



### 1. Capture

Capture documents from source including MFPs, production scanners, mail servers, monitored network directories or other external data sources.



GlobalCapture® Convey notifies of distributed already documents to improve efficiency and processing time in the company with fewer delays.

Bill of Lading

Checks

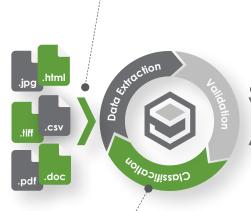
Tax Forms

Invoices

**Sudent Records** 



Automatically route your documents to the correct destination, including shared folders on your network that GlobalCapture® creates and names on demand. With automatic e-mail notifications, users are informed when new documents are available.



2. Convert

The GlobalCapture® Convey option

transforms your files by converting them into searchable PDF files, with text search

capability, in Microsoft Word and in

Microsoft Excel.



\$

Databas

) Electronic

Archive

### 4. Validation

Check the integrity of the information before being shared with other applications is critical for any type of automatic capture. GlobalCapture® provides reliable OCR reports and other essential validations to ensure the reliability of your information.



Name, Address, City

Name, Date, Amount

Contact, Number, Phone

Amount, Contact, Date

Name, DOB, Grade

### 6. Distribution

In addition to delivering documents to a shared folder in your network, GlobalCapture® can also deliver the document to any document management solution including direct integration with GlobalSearch® ECM Software, Microsoft SharePoint and others.



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## Key Points and Benefits

With GlobalCapture® Convey, users can transform paper-based activities into processes compatible with workflows, drastically reducing the cost and effort involved in capturing documents from any scanning device.



### Friendly

GlobalCapture® Convey has a friendly design platform with web interface for the creation of workflows.



### Flexible

GlobalCapture® Convey provides a concurrent licensing model that has no limits on page capture volumes and allows you to add processing capacity or users to your license profitably.



### Mobile

Access the interface of the application from anywhere through any modern browser. GlobalCapture® Convey has web technology and a comprehensive graphic designer allowing access from any point in your network.



### **Scalability**

GlobalCapture® Convey is designed to evolve with the needs of your company. You can add additional processor cores for high-volume environments or add features such as email capture to increase the capacity of your solution.

## > GlobalCapture® Convey PLUS ... gives you more !!!



# All the functionality of GlobalCapture® Convey:

The Convey PLUS option includes all the functionality of GlobalCapture® Convey as all capture, conversion, extraction, routing, notification and distribution capabilities.



## **OCR** extraction by position:

For environments with documents of consistent format, you can easily create templates to extract data according to your location within a specific area of the document.



### Classification of documents:

Increase the data extraction speed based on templates by identifying documents during the process through predefined attributes and applying the correct template for the extraction and identification of data.



### Rapid Adapt learning forms:

Expand the flexibility of template-based OCR processes with Rapid Adapt Forms, which allow users to adapt the system easily to new or modified documents for which no template exists.

