



Ascent® for Mailrooms

Documents in – Information out

Automated mailroom processing increases corporate efficiency

Ascent for Mailrooms is an open, scalable application that automatically classifies and routes all types of incoming mail. Ascent for Mailrooms eliminates the need for manual sorting of mail so that incoming documents are instantly routed to individual recipients or back-end ERP, CRM, content management or workflow systems. Ascent for Mailrooms can also extract business critical information from incoming documents. Examples of data that companies choose to auto-capture include:

details from invoices, purchaser information from warranty cards, market research results from questionnaires and applicant information from CVs. This valuable information is integrated for use by enterprise business applications.

Automatically identify incoming mail and route to department or individual.

- Efficiently manage all types of documents (e.g., invoices, contracts, reports and general correspondence) in a variety of formats, including paper, faxes, e-mail, XML and electronic documents
- Seamless integration with corporate email, document management, content management, workflow, CRM or ERP systems

Greatly enhance productivity by auto-extracting business critical information and integrating it with business processes

- Optimise business processes by capturing critical information immediately upon entry into the organisation
- Pre-defined rules ensure that documents and data are automatically delivered to the appropriate business application(s)
- Increase staff productivity and reduce labor costs. Manual keying of data by specialist departmental staff is dramatically reduced; staff can focus on more valuable tasks
- Improve customer service through accelerated processing and response times
- Archive and store documents in secure & instantly retrievable electronic format

The Ascent for Mailrooms capture platform: Ascent Capture and VRS

Ascent for Mailrooms is based upon Kofax document capture technology, ensuring unparalleled performance and scalability. Kofax products set the standard in professional document capture and are used by more than 10,000 organisations worldwide.



Ascent® for Mailrooms

Ascent for Mailrooms at work

Step 1: Capture/Import

- Paper documents are digitised using a professional document scanner and Ascent Capture software
- Electronic documents can also be imported

Step 2: Image enhancement for scanned documents

- The award-winning VirtualReScan (VRS) technology automatically improves the quality of scanned images
- Even poor quality originals are transformed into legible images, optimised for data extraction

Step 3: Document classification

- Ascent for Mailrooms classifies incoming documents (invoice, CV, warranty card, questionnaire, etc)
 - For documents requiring data extraction, the next step is Extraction (step 4)
 - For documents requiring classification only, the next step is Validation (step 5)

Step 4: Extraction

- Classified documents are now analysed using powerful character recognition technology (OCR/ICR)
- Business critical information is extracted, for example:
 - Invoice: Invoice Number, Invoice Date, Supplier Name and Total Amount
 - Warranty Card: Customer Name, Address, Product Purchased, Serial Number

Advanced Options include:

- 1) Database Lookups - a highly accurate method of capturing and verifying needed data with minimal OCR
- 2) Table Line Item Extraction

Step 5: Validation

- Document types and extracted data are checked by a skilled operator or through database lookups, or a configurable combination of both

Step 6: Release

- Validated data and images are exported to any ERP, accounting, workflow or document management solution using Ascent Capture release scripts
- For ease of use, standard release interfaces are available for dozens of industry leading solutions, including SAP® R/3®

Step 7: Secure Storage

- Released documents are simultaneously archived in accordance with corporate and legal retention policies. DICOM Europe offer a wide range of archival storage technologies and can recommend the best option for your requirements.





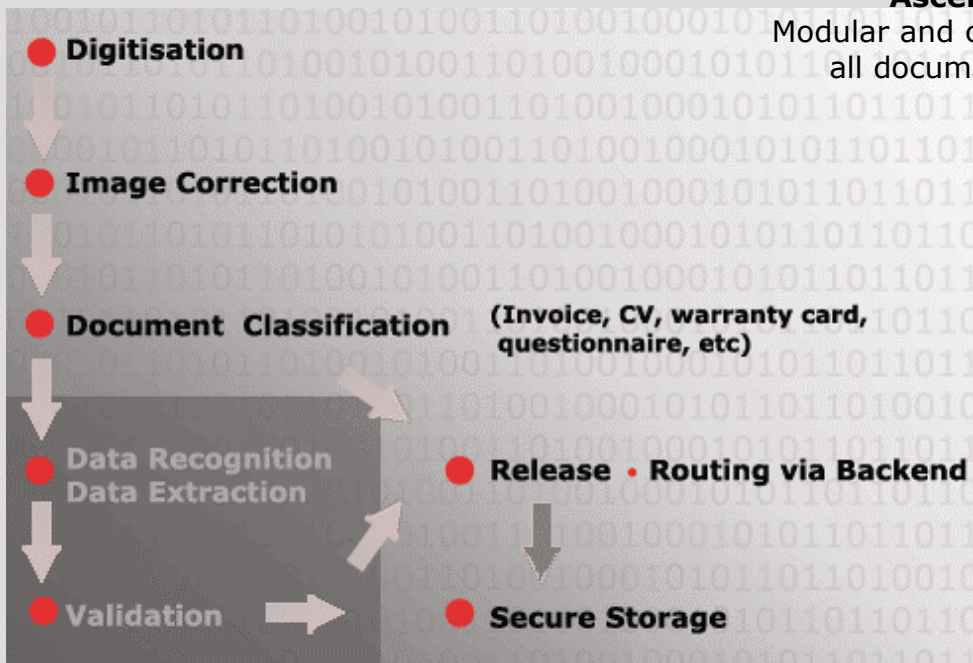
Ascent® for Mailrooms

The Ascent for Mailrooms capture platform: Ascent Capture and VRS

Ascent for Mailrooms is based upon Kofax document capture technology, ensuring unparalleled performance and scalability. Kofax products set the standard in professional document capture and are used by more than 10,000 organisations worldwide.

Ascent for Mailrooms:

Modular and configurable to suit all document capture needs.



Uniplex GmbH

Rüdesheimer Straße 7
80686 München
Germany

Telefon: +49 /89/ 57 83 76-0
Telefax: +49 /89/ 57 83 76-66
E-Mail: info@uniplex.de
Internet: <http://www.uniplex.de>

For more information please visit
<http://www.kofax.com>