



Reform[®]
STREAMLINE DOCUMENT WORKFLOW

Education

INDUSTRY CHALLENGES

Information availability and accessibility are top priorities for the education industry. Tremendous amounts of paperwork must be shared between teachers, administrative staff, students and parents on a regular basis. What's more, educational institutions must abide by strict document security and compliance regulations. With Reform, educational facilities can automate processes involving student records, admissions, bursar, registrar, and more. Reform provides valuable document management solutions which can be implemented facility-wide, allowing schools and universities to run efficiently.

INDUSTRY SOLUTIONS

- Test grading & reporting
- Monitor and control print activities
- Automatic form distribution
- Easy management of documents requiring notes or signatures
- Seamless integration with information management systems
- Simplified printing
- Form and process management
- Increased security & authentication
- Transparent document approval processes

About Reform[®]

Reform streamlines business workflow by automating document management, enhancement, and distribution. Reform will capture the print stream from any operating system, application, or device; enhance it; and intelligently distribute it to printers, fax, email and archive systems, improving the operating efficiency of any educational facility.

About FabSoft

Established in 1992, FabSoft is a leading developer of document automation solutions that enable companies of all sizes to expand their maximum level of productivity. With over 16,000 installations, FabSoft's solutions have been successfully implemented into the operations of businesses all over the world.

Our success in today's market is the result of listening to the needs of our Customers. Our clients are our most valued assets and we will remain flexible to meet their changing needs.

Our technical staff is dedicated to providing solutions that deliver superior business value.

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EDUCATION SOLUTIONS

Test Grading & Reporting

From the Ricoh MFP interface, teachers can print customized test bubble sheets populated with student information. Once completed tests are scanned, they are graded automatically. A detailed grade report is printed to the MFP, allowing teachers to analyze results and monitor student progress. Additionally, Reform integrates with electronic grade book applications so results can be uploaded without any intervention from the teacher.

Monitor and Control Print Activities

With Reform Tracker, monitor and control the print activity of students and staff, and generate detailed document activity and cost reports. Recapture document costs by charging for print jobs or copies made in school libraries or computer labs. Reform Tracker provides total administration over document activities, allowing educational facilities to significantly reduce costs and environmental impact.

Automatic Form Distribution

Reform streamlines form management by automating forms creation, distribution and archival. Reform can generate customized admissions, registration, financial aid and application forms, as well as student records, transcripts, invoices, and more - giving forms a consistent and professional look and feel while providing seamless integration into existing processes.

Easy Management of Documents Requiring Notes or Signatures

Many documents may need to be distributed to students, parents, or other staff members in order to collect handwritten notes or signatures. When these forms are ultimately scanned, Tag Doc recognizes the document and intelligently routes and archives it with the rest of the student's paperwork.

Seamless Integration with Information Management Systems

Reform & Modular Object Scanning Technology (M.O.S.T.) provide education facilities with the walk up convenience of printing, scanning and distributing student documents right from their multifunctional office equipment (MFP). Scan to printers, fax, email and archive systems, and specify options for each destination.

Increased Security and Authentication

Reform communicates in real time with LDAP and Active Directory servers in order to authorize users. Students can also use their existing identification cards in order to log in to the MFP. Administrators can enable or restrict MFP features depending on the user.

Simplified Printing

Print to Me allows users to print documents from a local or remote PC and retrieve them at any time from any network connected Ricoh MFP. This convenient capability increases security, eliminates wasted prints, and allows for built-in smart release of pending print jobs.

Form and Process Management

From a user's desktop or a Ricoh MFP, Form Filler allows users to access, fill in and process student forms. Not only does this provide convenience, but it also ensures that the most up to date forms are being utilized throughout the entire facility. Commonly used forms such as permission slips, parent/teacher conference forms, and assessment documents can be stored on the MFP.

Transparent Document Approval Processes

Reform & Document Authority Control® (DAC) can be used to automate approval processes. Internal paperwork, applications, financial documentation, enrollment forms, and other documents can be intelligently routed to individuals, across specific departments or within work groups for approval.