

ACCELERATE WORKFLOW **SPEED** & **ACCURACY**

LEVERAGE **MS SHAREPOINT**, **MS EXCHANGE**, & **MS FAX** THE MODERN WAY.



Office processes such as document archiving, emailing, and faxing are necessary to the internal organization of most businesses. They are tasks that cannot be ignored and are notorious for sapping away individual productivity as a result of being inherently time-consuming. For this reason, software that is capable of taking these multi-step processes and turning them into quicker, standardized procedures is of great benefit to any document-driven business. Accuracy and efficiency tend to suffer when document workflows are prolonged and rooted in manual processing. With this issue in mind, we have created three separate connectors for Microsoft SharePoint, Exchange, and Fax, each a component of our Reform® Business Platform, which will bypass those tedious steps in your workflow processes. Ultimately, workflow automation is all about taking the unnecessary steps out of your current document processes and refining those that are left. Our connectors embody this fundamental principle.

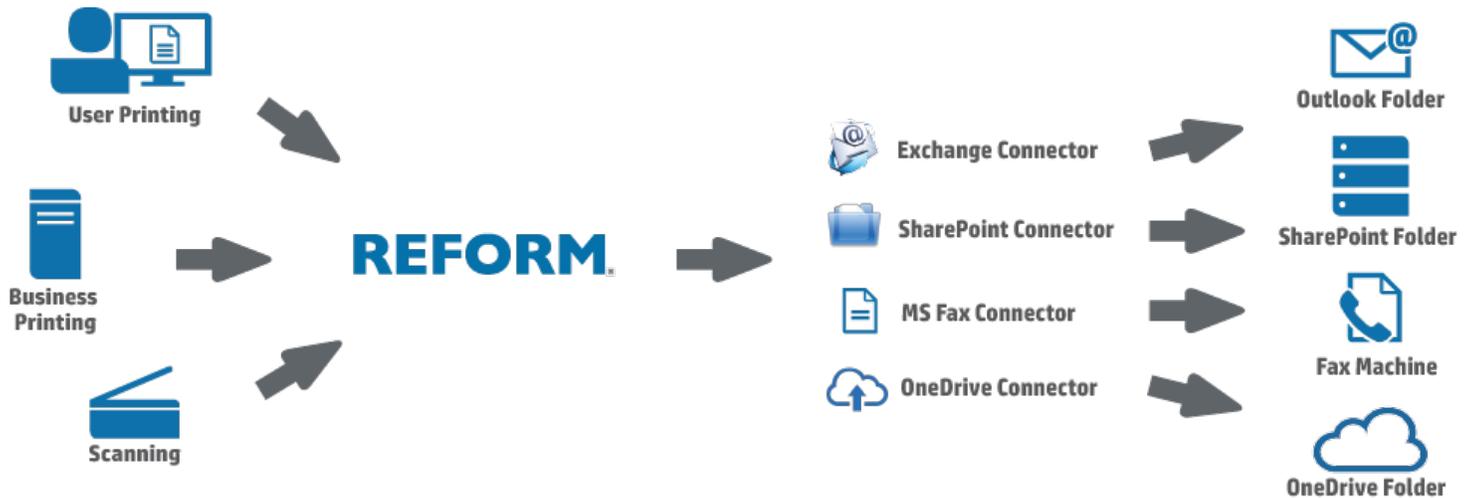
ENHANCE YOUR MICROSOFT-RELATED DOCUMENT DISTRIBUTION

- ⚙️ **Scan & Route From A Copy Machine** - The simplest solutions are the most powerful. Handle your basic archiving, emailing, faxing tasks from one place and in a short amount of time with our Microsoft connectors. Approach your nearest multi-function copier or desktop scanner, scan in your documents, index them appropriately, and route them to their Microsoft destination.
- ⚙️ **Advanced Print Driver** - Through our Microsoft connectors and advanced print driver technology, routing documents from your desktop computer to Microsoft SharePoint, Exchange, and Fax is as convenient as it is fast. Take any Windows compatible file such as a Microsoft Word or PDF document, and route it to not only one Microsoft destination, but up to all three simultaneously. From the file tab select your workflow of choice, which has been properly labelled for quick reference, and your document will be sent to its appropriate locations.
- ⚙️ **VDP (Variable Data Printing) Routing** - Our VDP software intelligently auto-populates and scans an electronic document for its corresponding routing information. If on this particular form there is a fax number, email address, or SharePoint folder name, our Microsoft connectors will immediately route this document to a Microsoft Fax Server, Exchange Server, or SharePoint location.



For more information: **Call** 973.767.2100 | **Visit** www.fabsoft.com | **Email** info@fabsoft.com

HOW EXACTLY DO THESE CONNECTORS WORK?



INPUT YOUR USER ID & **EXPERIENCE THE EXCLUSIVE BENEFITS** OF EACH CONNECTOR

SHAREPOINT CONNECTOR

- ⚙️ **Browsing Option** - Access and review stored SharePoint files using your AD credentials without having to return to your computer.
- ⚙️ **One-Stop Archiving** - Scan, index and route files to your preferred destination from your copy machine.
- ⚙️ **Bi-Directional Functionality** - Select a SharePoint file from the copy machine screen and print it out. You can also print a form, and at the same time store this document within a specified SharePoint folder. Two workflow processes merged into a single command.

EXCHANGE CONNECTOR

- ⚙️ **Message Personalization** - From your copy machine include details such as a subject line, body message, and copy in an unlimited amount of recipients. Sent emails are automatically saved to your actual Sent Folder within Outlook.
- ⚙️ **Email Directory** - Search through your company's email directory from a scanning device and select the email addresses of your intended recipients.
- ⚙️ **Password Protected PDF's** - Require the recipient to input a password in order to read the content of a PDF attachment.

MS FAX CONNECTOR

- ⚙️ **Total Cost of Ownership Reduced** - Save on installation and operation costs associated with a traditional fax line—scan your fax jobs directly to a Microsoft Fax Server. In addition, Microsoft Fax is already pre-installed on every Microsoft Server, lowering your total cost of ownership even further.
- ⚙️ **Look Up Address Books** - Use your copy machine as a fax book and find company-wide fax numbers without having to leave the scanning station.
- ⚙️ **Add A Personal Touch** - From your scanning device, input and save cover page information for different recipients. Access this information from any scanning device in your network.



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