eCopy™

Desktop document imaging solution for personal productivity

eCopy Desktop™

eCopy Desktop enables office workers to work faster and more efficiently with scanned documents as PDF files. It makes it easy to capture, combine, edit, and secure scanned documents through an intuitive, user-friendly interface.

As a result, users can retrieve, edit, and distribute original-quality scanned documents just as they would any other electronic files, improving personal productivity.

eCopy Desktop includes a comprehensive set of tools, including annotation, stamps, and optical character recognition (OCR), to enable business users to work with and distribute scanned documents as part of their existing electronic workflows.

Using eCopy Desktop, users can turn paper documents into scanned image files, combine them with documents from other applications, protect private information with permanent redactions, search for text within documents and network folders, insert bookmarks for easy navigation, sign documents electronically, and integrate documents with their e-mail, fax, and document management systems.

eCopy Desktop is part of a portfolio of products from eCopy that help organizations save time, reduce costs, and increase business results with an automated solution that puts paper documents directly into their electronic workflows.
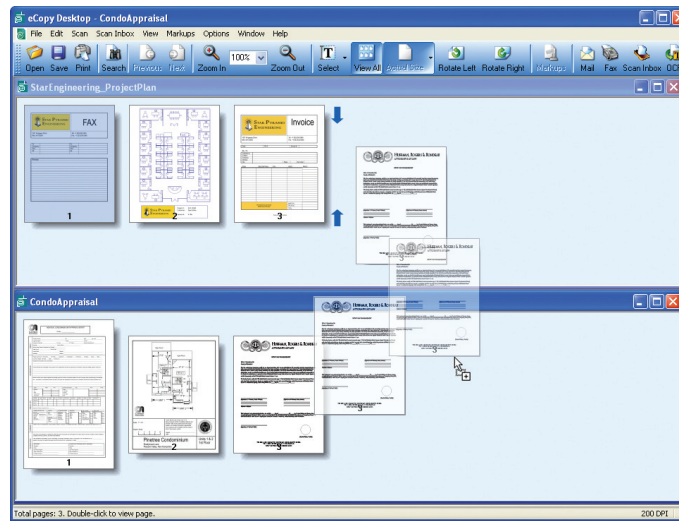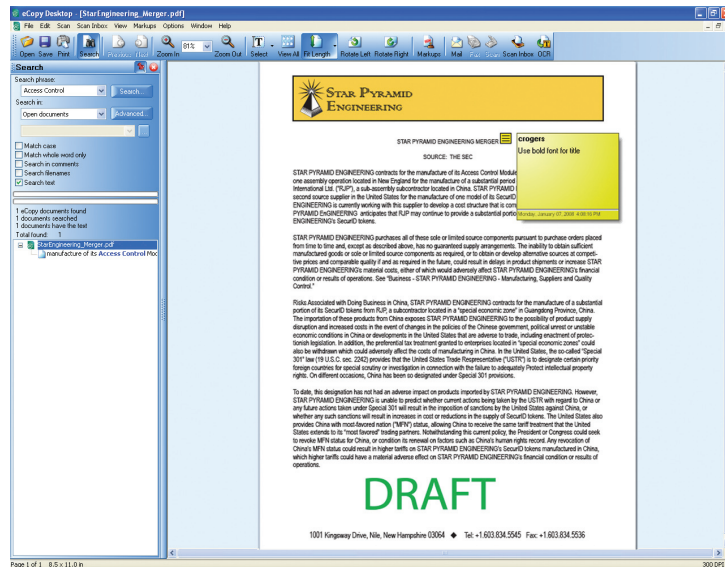
Download a 45-day evaluation version of eCopy Desktop at www.ecopy.com/eval/

Easily consolidate different document formats – handwritten, paper, and electronic – into a single, universal format. "View All" lets you browse a multi-page document and rearrange selected pages faster and easier than on paper.

Use one imaging tool to work with any scanned and electronic document.

Add annotations, signatures, highlights, blackouts, or whiteouts to documents using the markup toolbar.

A search pane makes it simple to find and retrieve any document from your desktop or network, whether it was created electronically or scanned and stored.

eCopy™

When Businesses need to:	eCopy Desktop delivers:
Enable users to be more productive in how they work with information from paper documents	• A convenient scan inbox that makes it effortless to scan documents from an MFP or networked scanner directly to eCopy Desktop • Editing and markup tools that allow for signatures, highlighting, notes, and text annotations. • Bookmark capabilities to make documents easier to navigate • Search pane for automated retrieval of PDFs, including full-text search • Conversion of scanned documents to editable text with optical character recognition (OCR)
Combine paper and electronic files into a single PDF document	• Document building to consolidate different document formats – paper or electronic -- into a single PDF document • Print to eCopy Desktop toolbar addin for Microsoft Office enables creation of high-quality PDFs with a single click • Simple drag and drop Microsoft Office files to eCopy Desktop • Thumbnail view lets users browse a multi-page document and re-arrange selected pages faster and easier than on paper
Secure documents to meet information policy requirements	• Document security to prevent unauthorized viewing, printing or editing of PDFs • Redaction capabilities to secure confidential information
Enable users to share scanned documents from their desktop	• Distribution via integration with e-mail and fax systems • Storage to popular document management systems
Expand the system to meet expanding document management requirements	• Available third-party integration to distribute PDFs to other software applications • An easy-to-use software development kit (SDK) for customization to meet specific business workflow requirements

eCopy Desktop minimum system requirements

– Windows™ Vista™ x86 (Business and Enterprise Editions), Microsoft® Windows XP™ with SP2 (or higher), Windows 2000 with SP4 (or higher)

– Intel® Pentium® based PC or equivalent is recommended; 800 MHz processor for Windows Vista; 300 MHz or higher processor for Windows XP and Windows 2000

– 512 MB RAM recommended for Windows Vista and for color images; 256 MB RAM or higher recommended for Windows XP and Windows 2000

– 320 MB free hard disk space for the application files and working space during installation

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