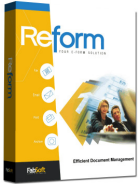




# FabSoft's Solutions

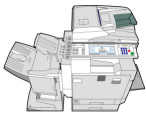
The most innovative products from the Leaders in Automation

## Reform



FabSoft's Reform improves overall efficiency by automating document management and distribution. Reform captures the print stream data from any host system, and adds an enhanced form overlay. Additionally, Reform can capture documents from a user printing with the Reform Print Driver or an MFP equipped with FabSoft's Modular Object Scanning Technology (MOST). These options allow users to define document distribution from the Reform Print Driver menu, or from the MOST interface on the MFP screen. After documents have been captured, Reform automatically routes the documents to printers, fax, e-mail and archive systems – saving valuable time and reducing the risk of error. Forms can also be printed with FabSoft's Tag Doc for control over incoming/outgoing paperwork, or routed to FabSoft's Document Authority Control (DAC), for document review and approval processes.

## Modular Object Scanning Technology



Modular Object Scanning Technology (MOST) provides on-demand distribution of documents right from the convenience of the MFP. With just one trip to the MFP, users can copy and route documents to printers, fax, e-mail and archive systems, and specify options for each destination. MOST even integrates with back-end databases, so recipient contact information can be searched for and selected. Additionally, the appearance of the MOST interface can be customized using the MOST Designer. Screens can be created for individual users or groups, and designed specifically for their particular document activities.

## User Printing with FabSoft's Reform® Print Driver



User Printing with the Reform Printer Driver provides a complete solution for on-demand document management and distribution. When a user prints from their application, they can immediately specify the destination of their documents to various devices from the Reform Print Driver menu. Users can configure options such as printer settings, fax numbers, email addresses, subjects, and indexes and directory locations can be specified in order to archive documents to digital archive systems. Once the user enters all of the desired destination information, the document is automatically distributed accordingly.

## Tag Doc



When it comes to dealing with paperwork, time is usually wasted determining what documents are associated with and deciding how they should be filed. Tag Doc eliminates these frustrating problems by automating the archival and routing of outgoing and incoming received paperwork for track-able, just in time delivery. Tag Doc adds a unique barcode to documents, so upon scanning with an MFP or scanner, they can be archived and routed to multiple destinations – allowing the progress of the entire workflow to be monitored. This is ideal for tracking documents that need to collect notations or signatures, such as contracts, pick tickets, etc.

## Document Authority Control®



Document Authority Control (DAC) provides administration control over critical document processes. There are many cases when certain individuals or groups in a company may need to review, authorize or collaborate on important documents. DAC simplifies this process by providing a web interface where documents can be retrieved, edited and approved. When documents need to be reviewed, DAC automatically notifies the necessary users. With DAC, organizations can supervise and regulate the progress of vital document procedures, for control over financial transactions, legal communications, operations, and more.



Numerous service industries use digital photographs as an extremely useful and valuable resource. However, the process of capturing, identifying and distributing an assortment of images can be a difficult task, especially when handling a large amount of pictures. Snap Doc simplifies this process by automating the organization of images taken with a Ricoh 500SE Digital Camera. Uploaded photographs are automatically associated with a form and distributed to printers, fax, e-mail and archive systems. Additionally, with the Ricoh 500SE's GPS capabilities, photographs are embedded with GPS coordinates, so users can view the location of where the picture was taken.

## Form Medic™



Form Medic replaces paper forms with electronic ones and allows healthcare personnel to access, fill in and process them right from the MFP. With Form Medic, users can select the form they need from an entire library of forms listed right on the MFP screen. Not only does this provide convenience, but it also ensures that the most up to date forms are being utilized throughout the entire facility. By using Form Medic's lookup function, specific patient information can be used to automatically fill-in some of the form fields, so the form is printed with accurate and legible information. Additionally, when forms are completed and scanned, Form Medic can intelligently distribute them to any needed devices such as printers, fax, email and archive systems.

## Postal Sorting



Using incorrect address information when processing orders, sending out invoices or shipping product, can waste resources and cause delays that severely effect business operations. Postal Sorting eliminates this worry by utilizing address quality services to provide immediate verification and automatic correction of all addresses on forms. Postal Sorting will verify the accuracy of the address, standardize the data using USPS preferred spellings and abbreviations, and add the correct nine-digit ZIP code and POSTNET barcodes. Mail is also automatically sorted according to USPS requirements. Performing all of these actions speeds up delivery and ensures maximum postal discounts of up to 9.5 cents per mail piece.

For additional information on all of FabSoft's solutions, please visit our products page:

[www.fabsoft.com/products](http://www.fabsoft.com/products)

## Benefits of FabSoft's Solutions

**Industry Experience** Because of our dedication and long time experience, you can be certain that our solutions are the most effective and beneficial in the industry.

**Quality Services** Our exceptional professional services, support, and training programs are always readily available to assist you in getting the most out of our products.

**Diverse Product Line** We understand that the dynamic demands of organizations are varied, so we are proud to offer an array of efficient products that can be utilized no matter what type of organization they may be.

**Effortless Implementation** Our solutions do not change the organization's existing workflow, they enhance it – making them very easy for users to implement into any business process.

**Flexible & Scalable** Keeping in mind that organizations are constantly changing and expanding, our products are developed with extreme flexibility and unlimited scaling, enabling us to grow alongside any size corporation.



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***All of FabSoft's Solutions require Reform Enterprise. Other requirements may also apply depending on desired workflow. Modular Object Scanning Technology & Form Medic are only compatible with select devices.***

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