

A woman with her hair in a ponytail, wearing a blue button-down shirt, is seated at a desk in an office. She is looking at a large CRT computer monitor. The monitor displays a software interface with multiple panels, including a 'PROCESS' section and various data visualizations. The office background is filled with rows of filing cabinets, many of which are topped with large stacks of paper. A large yellow diagonal graphic is overlaid on the left side of the image.

**Kodak**  
Capture Software

Make your  
scanning workflow  
more efficient

# Software that redefines productivity

**Kodak Capture Software** is an easy-to-use production scanning application that enables all the versatility, productivity and reliability that's built into feature-rich **Kodak Scanners**.

**Versatility.** **Kodak Capture Software** can be tailored to meet the needs of virtually any scanning workload, from front-end capture applications to imaging, forms processing and workflow applications. It lets you scan, index, batch and output simplex and duplex documents as colour, bitonal and greyscale\* images to many popular applications in a multitude of formats, including TIFF, JPEG and PDF. And it can also generate e-mails that contain scanned documents (PDF or TIFF attachments), splitting them into multiple e-mails automatically if document size exceeds e-mail system limits.

**Productivity.** Numerous features help you boost throughput, meet deadlines, and do more with less. Quickly check up to eight scanned pages at a time with the high-speed viewer. Improve productivity by producing bitonal and colour images simultaneously. Use bitonal for fast bar code and zonal OCR indexing while colour images are delivered to your document management system. Eliminate most of the manual work with automation, high efficiency and productivity. A wide range of post-scan editing tools, including rescan, rotate, reorder and cropping further improves your productivity. And it all happens at the push of a button.

**Reliability.** More than 15,000 users worldwide rely on **Kodak Capture Software** to capture their critical documents and index data. Customers can count on the software's robust

functionality, our continuous product refinement, and a no-cost image verification feature that confirms that scanned images have not been altered.

**Usability.** After installing the software, you're immediately ready to scan. **Kodak Capture Software** works with all **Kodak Scanners** so operators can easily run any model using the same graphic interface. The bundled Find-and-View application lets you add search-retrieve-and-view functionality to your batch output from **Kodak Capture Software**.

**Affordability.** **Kodak Capture Software** is competitively priced. And because there are no per-scan charges, the savings can really add up, especially for high-volume users. Plus our new image verification and Find-and-View functions are included at no charge.

## Kodak Capture Software can make any scanning workflow more efficient

No matter what your industry or how specialised your scanning needs, **Kodak Capture Software's** broad range of easy-to-use features can help your organisation reach new heights of productivity.



"Slovak Post scans about 400,000 postal payment orders each day using six **Kodak i800 Series Scanners**. The scanning process is controlled by **Kodak Capture Software**. In more than two years of production, this software proved to be very stable, easy to use and really suitable for our high-volume scanning needs."

Igor Kmetik, IT Division Director, Slovak Post

## Insurance/banking/healthcare

Scanning is not your core business, but it's vitally important to capture all your critical business information and records. You have a lot of information to manage and you're looking for great efficiency and productivity.

A selection of **Kodak Capture Software** features and benefits for insurance, banking and healthcare:

- No per-scan charges can provide speedy ROI, and you can lower your operating costs by reducing manual labour through scanning automation
- Capture barcode information to automatically and securely index your documents based on policy

or account numbers, patient IDs or claim numbers

- Use colour and bitonal images simultaneously throughout the capture process (bitonal images are small in file size and ideal for automated indexing and forms processing, while colour images let you preserve the important information that colour conveys, such as in medical charts, checks and claim forms)
- Improve efficiency by using features that automate your scanning, such as removing unwanted blank pages
- Set up multiple applications with unique characteristics, to enable you

to separate policy documents from claims, health claims from medical records, or mortgage files from loan applications



\*Greyscale imaging is not supported for the i800 Series Scanners.

## State and local government/legal

Data integrity is crucial – laws and regulatory requirements mandate the

preservation of information. And much of that information exists on paper. At the same time, government agencies are increasingly turning to E-Government, using information technology to serve citizens better and reduce taxpayer expenses.

Here are some of the features and benefits that Capture Software offers for government and legal applications:

- Keep your scanned images accessible after capture by outputting them in many standardised formats, including TIFF and PDF

- Searchable PDF creation is available so that you can query a document's contents after scanning
- For long-term preservation needs, you can output directly from Capture Software to Kodak's reference archive solutions (requires additional software)
- For security and information integrity, group and user rights can be assigned at various levels
- A no-cost image verification feature provides tamper-evident security for your document images

"We have managed to increase our scanning productivity more than twofold using **Kodak Capture Software**."

Wan Zaidon B. Hj. Wan Hassan,  
Operations Manager, JMK Imaging Services  
Sdn Bhd (Malaysia)

"**Kodak Capture Software** sets the standard for imaging quality and the user interface is exceptional."

Dan Kehoe, Vice President, NMS Imaging

"We have been using a number of **Kodak Scanners** for the past four to five years, primarily because of the versatility, simplicity and ease of use of the **Kodak Capture Software**. This is the best scanning software that we have seen and our operators love using it."

Darrell Dinnen, Manager, Customer Service,  
ACT Planning and Land Authority

## Service bureaus

In today's very competitive environment you need every advantage. Fast turnaround. The versatility to handle a wide range of capture jobs. Low operating costs and high productivity.

Here are several Capture Software features and benefits for service bureaus:

- Count on an unlimited number of scans without extra charges based on volume
- Maximise throughput by using auto rotation for scanning in landscape mode
- Use dynamic zooming on multiple images at once to allow your operators convenient visual verification while scanning at high speed

- Reduce presorting by automatically removing blank images
- Deliver the output your customers desire with built-in support for a wide range of image file formats, including selected third-party colour formats with enhanced file compression
- Use on-the-fly barcode, OCR zone, and MICR and patch code recognition to automate indexing and achieve the extremely reliable batch and document separation you need
- Enhanced indexing options allow you to set special default values, split a barcode/OCR value over several fields and validate data with mask formulas
- Share setups and folders across multiple workstations

- Define your own user profiles
- Use the Find-and-View feature to easily search and retrieve scanned images





## Small- and medium-sized offices

You have other things to worry about than scanning, so you want an easy, yet powerful capture application that leaves you more time to focus on your core business. Converting your paper documents to digitised images with **Kodak Capture Software** is easy.

A selection of Capture Software features and benefits for small- to medium-sized businesses:

- Easily create your own CD with thousands of documents and index data, and use the free Find-and-View application for easy image retrieval
- Scan-to-PDF function lets anyone easily create PDF files right from the scanner
- Hide functions that aren't needed for walk-up use
- Generate e-mails from scanned documents easily and automatically using the Scan to E-mail feature
- Scan reports, magazine articles and other bound material without interruption using the unique Book Scanning Mode (requires a flatbed scanner)

## Specialised applications

**Kodak Capture Software's** broad range of features can meet even unusual scanning requirements. For example, oil well logs and other very long documents are best viewed in their entirety. However, most scanners are unable to produce very long images and will automatically output multiple smaller images of a very long document. When used with the **Kodak i280 Scanner**, Capture Software can reproduce long documents by electronically "stitching" multiple smaller images into a single image file.

"**Kodak Capture Software** is a very user-friendly, plug-and-play product, so scanner operators are able to use it effectively without extensive training. It delivers good functionality and is easily configurable."

Erminio Viscardi, ICON Software



The **Kodak i280 Scanner** easily scans long documents.



**Kodak** Capture Software

### Download a free demo version of Capture Software

To experience the power of **Kodak Capture Software** today, visit [www.kodak.com/go/capturesoftware](http://www.kodak.com/go/capturesoftware).

For more information about how **Kodak Capture Software** can complete your capture solution, contact your local Kodak office or your Authorized Reseller of **Kodak Document Imaging Products**.

**Innovation you can count on.**

**For more information visit: [www.kodak.com/go/docimaging](http://www.kodak.com/go/docimaging)**

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