



# Optimised Scanning Software

Drive | Image

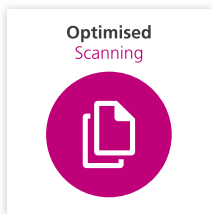
Image capture and routing

[www.sharp.co.uk](http://www.sharp.co.uk)

**SHARP**  
Be Original.

# Knowledge drives growth.

To get the maximum value from your information it has to be captured and shared.



One of our suite of Optimised Software Solutions, Drivve | Image is an image capture and routing solution that saves time, money and resources by automating your document workflows.

It works by making the information that's locked into every paper-based business document instantly available throughout the enterprise in a versatile digital format.

Drivve | Image helps you extract more value from your data by enhancing the first stage of the document lifecycle - 'capture'.

It enables the 'on-boarding' of information from a wide variety of sources, so that it can be organised, accessed and shared more efficiently and effectively. This can include the scanning of hard-copy documents, monitoring a 'watched' email inbox or creating and saving documents from an application.



# Making data digital.

Information only becomes knowledge when it is accessible by the people who need it most.

In particular, Drivve | Image ensures digital documents are:

- **Fully traceable** – scanning is the most convenient and common way of transferring hard copy content into an electronic format, but the resulting files can be open to security and legal challenges. So Drivve | Image provides the necessary controls to ensure that documents are fully traceable and legally admissible.
- **Easily searchable** – by indexing documents, using meta-tags or their full content (text), Drivve | Image enables fast file searching and data discovery, which is especially useful for ensuring document security and compliance.
- **Efficiently distributed** – Drivve | Image's routing process ensures that captured documents are always sent to the correct directories, so they cannot be inadvertently stored in incorrect or even insecure locations.

## Benefits at a glance

- Efficient document processing
- Increased productivity
- Information security and regulatory compliance
- Sustainable growth
- Reduced operational costs



*Share information effortlessly*

# Do more, save more.

When captured effectively your data can unlock a world of greater productivity and efficiency.

## Efficient document processing

With Drivve | Image, it takes just a moment to scan inbound documents – even if they are a mixture of types and sizes – into searchable, editable digital files, with one-touch image capture and routing.

As part of the process, you can add or extract information for indexing or other purposes before automatically sending them to multiple contacts and destinations, in a variety of popular formats. You might want to scan a document to your accounts payable system, a budget holder and a project archive, for example.

And with a modular design you can build your own Drivve | Image configuration based on what's most important for your business needs.

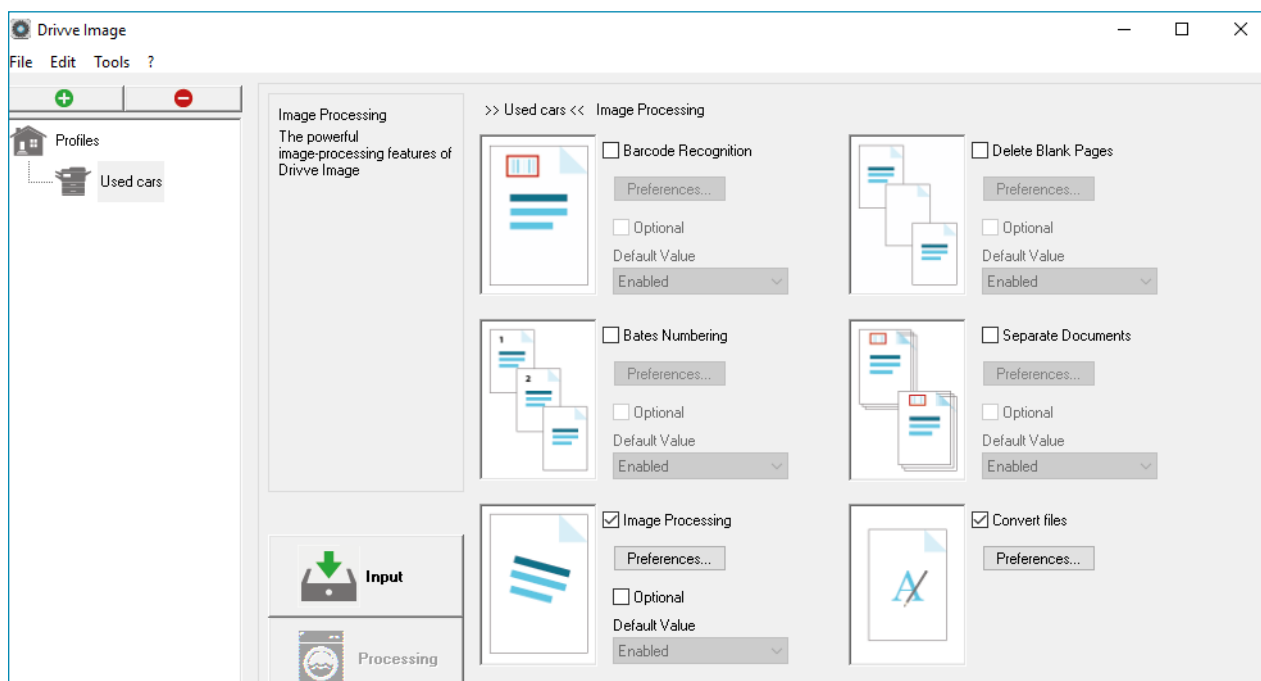
## Increased productivity

Drivve | Image clears the way for higher productivity by giving everyone in your team the information they need for fast, effective decision-making.

It eliminates slow, error-prone manual workflows, processes documents faster and gets information to where it's needed most. What's more, core business processes such as order processing, stock management and invoicing can be handled quickly, efficiently and with little or no human intervention.

## Information security and regulatory compliance

We are all subject to data protection laws; some industries more than others. Drivve | Image makes it easy to prove compliance, by providing a full audit trail of your digitised business processes. Plus, you can protect sensitive documents by scanning them into password-protected PDF files.



Optimise image processing.



### Sustainable growth

The consumption of toner, paper and energy has an unavoidable environmental cost. But Drive | Image can help you mitigate that cost by reducing the amount that you print and copy.

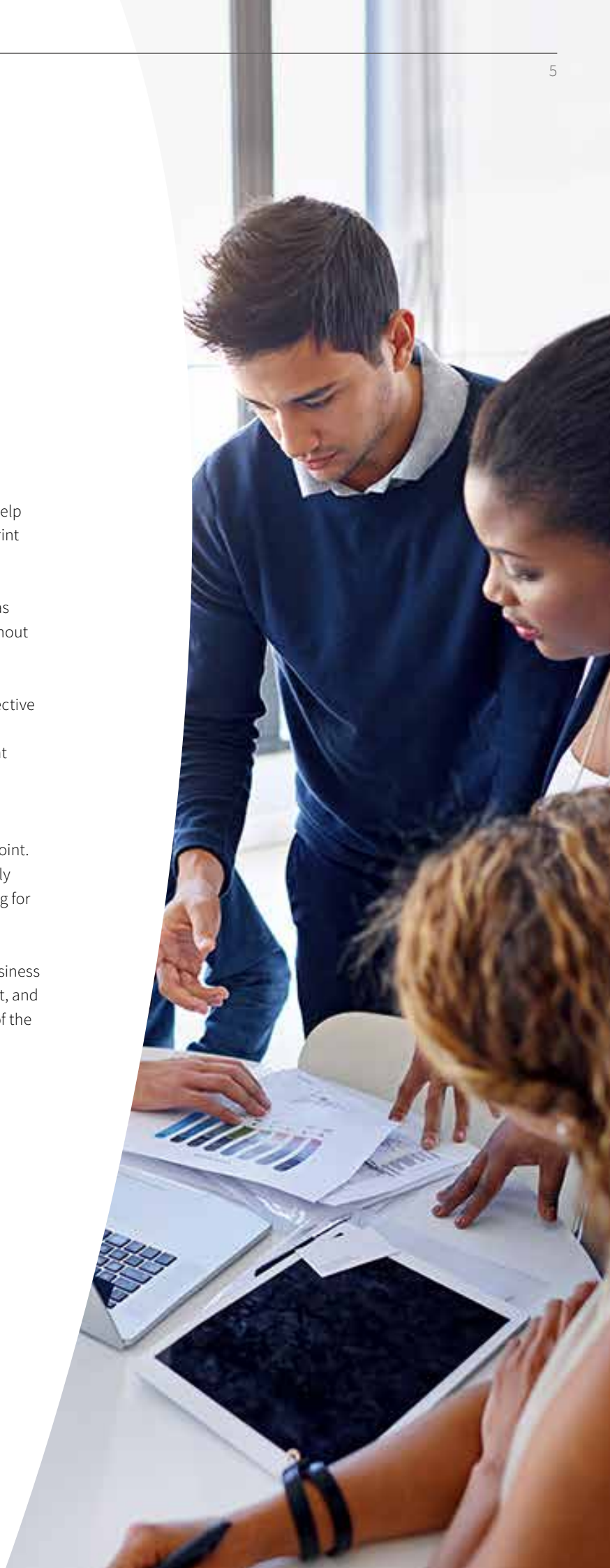
A single scanned document can be sent to (and used by) as many workflows, people and applications as needed, without anything being printed. And that's just one example.

Switching from manual processes to faster, more cost effective digital workflows, means that saving money, conserving resources and minimising your impact on the environment become achievable realities.

### Reduced operational costs

Drive | Image reduces operational costs at every touch point. And because it moves information to the right place (neatly indexed for rapid retrieval), people spend less time looking for information and more time putting it to good use.

Documents are processed faster and more accurately, business processes and repetitive tasks become more cost efficient, and there is no need to create and distribute multiple copies of the same document.



# Flexibility as standard.

A modular design ensures that you always have exactly the right tools for your needs.



## Scanner Power Tools

For faster, easier, smarter scanning with advanced image correction for more legible copies, plus SMTP email.



## Optical Character Recognition (OCR) Module

An OCR module with multi-language support for scanning to editable, searchable file formats. With Zonal OCR you can select multiple predefined zones on a document. (Option for Scanner Power Tools).



## Cloud Connector Module

Simply scan to Microsoft OneDrive®, Google Drive® and Box® and choose the folder you want to store your file in directly from the device. And you can use the WebDav standard to transfer your scanned documents to cloud platforms.



## Exchange | Fax Connector

Integrates with Microsoft® Exchange and fax servers for single- step scan-and-fax or scan-and-email to anyone in your address book, with automatic archiving.



## SharePoint® Connector

Gives you a simple, powerful and versatile way to scan documents directly from your Sharp MFP to Microsoft® SharePoint services.



## Database Connector

For an integrated connection between the Sharp MFP and your corporate database, plus easy scanning direct to any network destination.



## Barcode Module

Works with Scanner Power Tools to automatically recognise more than 20 industry standard barcode types. (Option for Scanner Power Tools).



## Lotus Notes® | Domino Connector

Includes bi-directional integration with IBM® Lotus Notes® & Domino®. So, at the device, you can access your address book, scan to your personal “Drafts” folder and find sent emails in your “Outbox”.



## Desktop Client

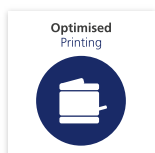
All Drive | Image functions are available from your Windows® Desktop, so it's easy to process existing documents from the local workstation. It also provides a large variety of input and selection options for Drive | Image profiles, and interactive scanning for TWAIN scanners.



# Strengthen your business.

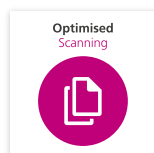
Improve security, increase efficiency and reduce your costs with our suite of Optimised Software Solutions.

We've spent years innovating and working to give you the best possible business solutions. From improving productivity and helping collaboration to ensuring connectivity and reducing waste, whatever your challenges are we've got a way to help you.



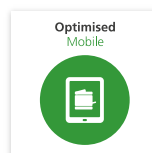
## **Optimised Printing Solutions**

Monitor, manage and secure your print, scan and copy usage, ensure only authorised usage, track and recover costs, and reduce waste.



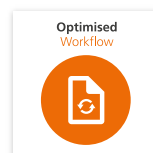
## **Optimised Scanning Solutions**

Save time and avoid costly errors by simplifying and automating how you capture, share and store documents.



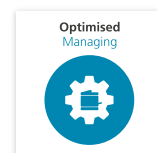
## **Optimised Mobile Solutions**

Create a more flexible team by connecting smartphones and tablets simply and securely, so your people are always in touch.



## **Optimised Workflow Solutions**

Maintain productivity and profitable growth by streamlining and simplifying repetitive tasks and connecting to line of business applications.



## **Optimised Managing Solutions**

Ease the burden of managing your MFP/ Printers and build a consistent Print Security Policy.

# Welcome to Sharp

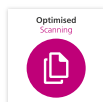
Sharp Information Systems Europe (SISE), a division of Sharp Electronics Europe, offers a comprehensive portfolio of award-winning document management and display solutions to help organisations transform the way they engage with information. Sharp's industry-leading MFPs and high volume systems sit at the heart of integrated applications for digital transformation.

Sharp's proprietary Open Systems Architecture (OSA) technology transforms MFPs into powerful information portals, seamlessly integrating to the cloud and third-party business applications. Sharp Cloud Portal Office is an award winning document management and collaboration system designed to help small- to medium-sized businesses drive growth, improve efficiency and reduce costs.

By facilitating the transition to new equipment, methods and processes, Sharp Optimised Managed Services help improve how businesses interact with information through enhanced digital workflows and more collaborative working.

Sharp also offer a range of display solutions that include video walls for immersive entertainment, digital signage and innovative interactive touchscreens for engaging presentations.

Our mission is to develop new products that support individual expression; creating life enhancing experiences that let you be original.



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