



KONICA MINOLTA

Easily build workflow processes that automatically route documents to the people that need them, when they need them.

Quickly create document routing rules based on key words, events, file names, security levels, events, and other items and triggers.

Send documents for approval and signatures before they are processed, printed or archived. Easily create signature fields on documents prior to routing.

Send documents to work-in-process queues either automatically or manually. Once processed, these documents can be further automatically processed and routed again.

Route documents based on color, size, time, and many, many other factors. Create tests and triggers for various file types. Create rules, event triggers, and processes for individuals and departments.

Convert file types on-the-fly so that they can print, process, distribute, or archive more effectively.

Perform advanced image manipulation and clean up documents automatically; such as, despeckle, deskew, remove hole-punch marks, and much more.

Automatically route documents to archive, along with indexing information, based on rules and other events. Simultaneously route documents to others through email and to the Internet.

Replace pages within a document on-the-fly to create customized reports and secure reports. Create versions that are individually suited

Search and replace key words within a document to create customized and personalized documents.

Send documents to email or Internet automatically based on events and keywords.

Write files automatically to CD/DVDs for special projects and ad hoc archiving.

Create searchable PDFs from scanned documents.

Perform zonal and barcode OCR (optical character recognition) on scanned and incoming documents.



Rules-based Distributed Print and Workflow. DocSystem allows the user to easily and quickly build custom document workflow, printing, and routing rules and processes based on the unique requirements of your organization. Route documents to users for approval, signature, and work-in-process queues. Quickly construct print processes based on color, printer availability, user, time, page size, and much more.

DocSystem™



The essentials of imaging



DocSystem™

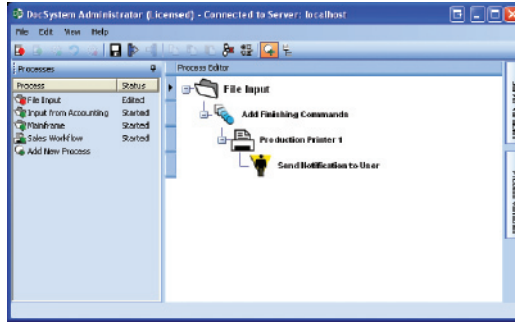
DocSystem System Requirements

OPERATING SYSTEM:
Windows 2000, XP, 2003, Vista

CPU:
Intel® Pentium® IV
(2 GHz or greater)

MEMORY:
1+ GB MB RAM

Advanced rules-based distributed print and departmental workflow

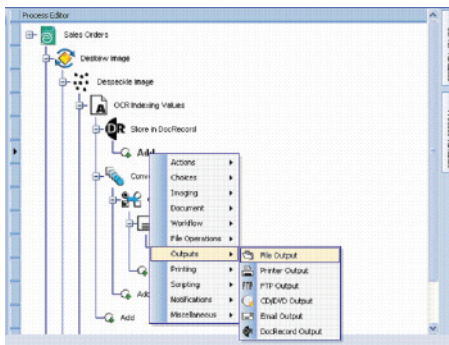


Perform fast and easy searches for electronic documents. See your documents and search results in one easy-to-use screen.

Advanced features include:

- Automatic notifications and messaging for workflow and print status
- Workflow Agent for individual file processing
- Work-in-process queues release automatically or manually
- Automatically convert file types
- Electronically sign workflow documents
- Check for color vs. B/W and route to appropriate printer
- Route documents to archiving
- OCR (optical character recognition)
- Automatically extract indexing information
- Automatically clean up images
- Search and replace words and document pages
- Route to email and Internet
- Automatically split print jobs based on rules and conditional test
- Write to CD/DVDs
- Bates stamp documents
- Automatically add banner and trailer pages

You can harness the full power of your bizhub MFP to scan and distribute your electronic documents through DocSystem.



Simple pull-down menus make 'process items' selection easy and quick.

Process building consists of creating rules, tests, and conditions through a drop-down menu of "process items".

Benefits

Reduce document processing costs

Improve printing and workflow efficiencies

Eliminate manual processes

Replace paper documents with efficient electronic documents

Obtain greater value from and utilization of distributed printers and MFPs

Increase workflow and process controls

DocRecord is an intuitive and easy-to-use software solution for quickly implementing advanced and distributed print rules, and workflow processes.

Automatically process documents according to the rules you establish.

Accepts files, documents, and images and automatically processes them with a wide range of imaging effects and comprehensive rules.

Bizhub MFPs, stand-alone scanners, and external applications can transfer files, documents, and images to DocSystem for processing

Building a process is easy, quick, and intuitive. Select from drop-down menu items.

Automatic notifications from DocSystem are accomplished through email, Windows messaging or through a task tray agent.

A Workflow Agent allows documents to be reviewed, signed, marked-up, changed, and manually processed.

Automatically notify individuals as to the status of their print job, when it was printed, what printer it was printed on, and date and time of the printing.

Automatically process images such as adjusting, removing borders, cropping, adjust color or gamma, adjust contrast, despeckle and deskew, and much more.

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