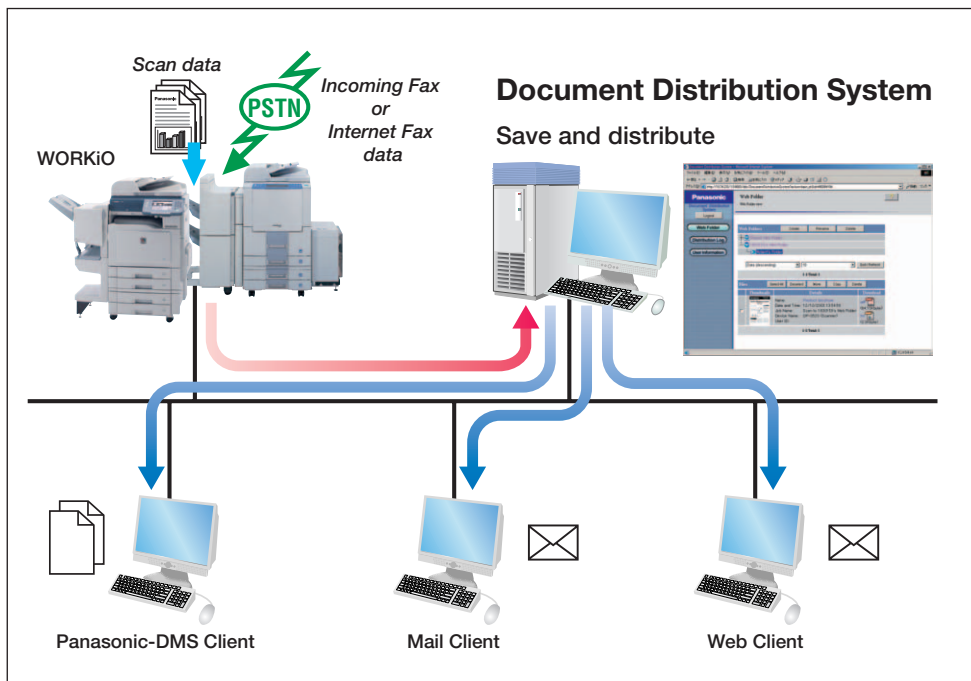


Panasonic Document Distribution System

The One Step Solution for Document Distribution



Highlights

- Automatically routes and distributes Scanned Documents, Inbound Faxes, or Inbound Internet Faxes according to pre-defined workflow routines.
- Server based OCR creates Searchable PDF documents with image and embedded text information.
- Simplify repetitive distribution tasks with the easy to navigate routing menus on the WORKiO control panel.
- Versatile image processing including auto rotation, skew correction, noise reduction, automatic or manual file naming and OCR text extraction.
- Store, and view documents in secure Web folders. Archive all sensitive information by sender, recipient, inbound routing information and inbound address.

Simplify Repetitive Document Distribution Tasks

The Panasonic Document Distribution System enables you to deliver, distribute and share scanned documents, inbound faxes, email and Internet faxes automatically. Incoming Fax and Internet Fax documents can be delivered to specified recipients using pre-defined rules set up by the IT administrator. Routing Routines can be modified or added by the IT administrator to control the destination points remotely from a central management point.

Distributing Scanned Documents

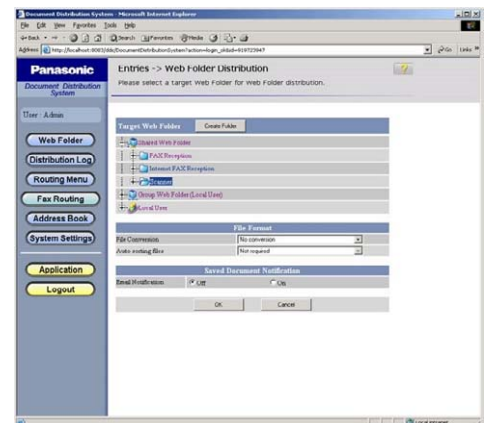
Sending scanned documents using the DDS system couldn't be simpler. All you need to do is select the routing menu on the machine's intuitive control panel and choose one of the destination menus displayed. Then just press the Start button! The scanned documents and distribution job ID are sent to the DDS system server, which then automatically distributes the data to the clients and/or servers according to the pre-set routines. Scanning settings such as resolution, document name and compression method can also be preset prior to scanning, relieving you of having to make repetitive selections for common tasks.

Get the Fax to the Right People Quickly

Sometimes making sure incoming faxes get to the right person isn't easy. The DDS system takes out the guesswork, making sure the fax gets to the right person immediately. When the WORKiO MFP receives a FAX, the distribution function automatically sends the fax over the network to the users specified by the routing rules set up on the distribution server. You can even filter incoming faxes using the TSI (ID number programmed in the sending fax machine) and/or Sub-address data sent from a remote machine. This allows you to define a different distribution method and recipients for faxes sent by different senders. If the received FAX does not include any of this information, or does not match any of the distribution rules, it can be sent to a specified default destination for someone to route it as needed.

Distributing Inbound Internet Faxes

The same automatic distribution applies to Internet Faxes. Incoming faxes can be distributed automatically according to the settings specified in the distribution server. Documents can even be routed based on the received email address.



Web Folder View

Multiple Distribution Options

Email Distribution

This system distribution allows documents to be sent to any email client capable of receiving an attachment. These attachments can be in JPEG*, TIFF or text-searchable PDF format.

* Color scan enabled units only

Using an Internet Fax to Distribute via a Routing Routine in DDS

Utilizing one of our network-based facsimile or multifunctional devices, documents can be distributed via fax. This allows those documents that need to be faxed to be archived simultaneously or sent to pre-determined distribution lists.

Sending Documents to a Network Folder

This distribution method allows documents to be saved in network accessible folders or locally on the distribution server PC for archival purposes. This allows the system administrator to use standard folder rights management to control access to documents. Documents are saved in JPEG, TIFF or searchable PDF format while optionally saving an XML property file containing the routing information. You can even enable an email notification telling users that a file has been added to the folder and where to find it. If additional ECM (Electronic Content Management) support is required most ECM products can be set to sweep folders on a periodic basis allowing them to capture the image data or the DDS server can execute a batch file after the file has been processed.

FTP Distribution

Using this distribution method, the files can be saved to an FTP server directly. Email notification can be sent after saving the data onto the FTP server.

Web Browser Access

Now you can provide access to documents without requiring any additional software! When documents are distributed to a Web Folder, users can get them via any java-enabled web browser*. Now users of almost any operating system can access documents with ease. You can even notify users via email that a new document is in their web folder automatically.

* Internet Explorer 6.0 SP1 or higher for Windows®

Panasonic-DMS Distribution

As with our basic scanning option, you can distribute data directly to our standard Panasonic-DMS software. This software is a simple document management software for the desktop. Designed with ease of use in mind, Panasonic-DMS allows you to manipulate, view, annotate, import, export, combine or separate documents. With the Document Distribution System software, you can now send documents to multiple Panasonic-DMS desktops simultaneously.

Sample Application Example

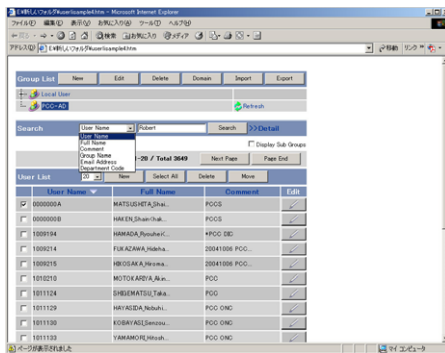
All of these functions can be combined into one simple distribution. Let's say a CEO at home needs to send an important document to all employees. The CEO sends a fax to the MFP using a sub-address. The MFP forwards the fax and sub-address to the DDS server. The server then distributes the document, via email to most employees, via fax to remote offices, puts a copy in a network folder, then stores a copy in the HR Web Folder. When it all is completed, it sends an email back to the CEO saying the job is completed!

Compressed PDF

When scanning multiple page color files, the Compressed PDF function can reduce the file size and lower the bandwidth requirements necessary for network transmissions.

Domain (Active Directory) integration

The Panasonic Document Distribution System integrates with Active Directory. The Directory Search function allows the administrator to create groups easily.



Fixes Scanning Problems On The Fly

Before documents are distributed, special clean-up and image processing functions can be utilized to correct low-quality or mis-scanned documents.

Auto Rotation

The auto rotation correction function detects whether the original document was inserted in the device's document feeder upside-down or sideways and automatically rotates the image to the correct viewing orientation.



Noise Reduction*

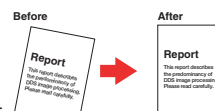
The noise reduction function automatically removes noise (isolated spots) from the original document.

* Supports monochrome images only



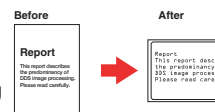
Skew Correction

The skew correction function automatically determines if a document has been fed incorrectly and corrects it without user intervention.



OCR Text Extraction

The text extraction function uses OCR technology to create a text-searchable PDF file along with the monochrome or color image data. The text data is saved along with the original image without modification.



Automatic File Naming

The OCR title extraction function performs a zonal OCR on the document to determine the probable title. This extracted title is used as the file name for the document.



Create Searchable PDF Files

On the DDS server, an OCR is performed on the image file. All the data — both image and text — are then converted to PDF format and saved. Unlike conventional image PDF's, the text information is embedded in this new format so pages can be quickly located using Acrobat's built-in search capabilities.

Applicable Models:

DP-6020/4520/3520

DP-3030/2330

DP-6030/4530/3530

DP-C322/C262

Note: Network Scanner Module for Document Distribution System (DA-NS601 or DA-NS321) is required.

System Requirements

CPU	Pentium 4 1.6 GHz or higher (2.4 GHz or higher recommended)
Memory	256 MB RAM (512 MB or more recommended)
Operating System	Windows® 2000 (SP3 or later)/ XP (SP1 or later)/Windows® Server 2003
Hard Disk	300 MB Hard Disk space (not including data storage)

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