



## everteam.capture

Manage, monitor and streamline content capture with evertime.capture

**everteam.capture** streamlines the capture of information into a central document management repository. **everteam.capture** is designed to provide flexibility, performance, productivity and monitoring when performing capture of large volumes of content. It handles different types and formats of content streams: paper documents scanning, emails, fax, Office documents and PDF, images, print streams and others...

### Key Benefits

Shorten the implementation time of content ingestion phase.

Increase productivity, reduce overheads towards a paperless office.

Get immediate value and return on investment within a year.

Reduce costs related to managing and storing paper documents.

Enhance employee productivity by monitoring throughput and efficiency.

# everteam

[www.evertime-gs.com](http://www.evertime-gs.com)

+33 (0)4 26 68 33 00 | 17 quai Joseph Gillet, Lyon, France 75001

# everteam.capture features

**everteam.capture** to increase productivity, reduce overheads and shorten implementation time for a paperless office.

Information and knowledge workers have to handle in parallel to their everyday work, the capture of daily business documents in different types and formats. Having to cope with business critical paper centric processes and large volumes of unstructured content, organizations are faced with the need to scan or acquire these documents into their content repositories, while minimizing the disruption of work.

Capturing documents from various sources and formats (Office, electronic, faxes, emails and line-of-business applications...) in various modes (onsite, remote), applying highly flexible imaging and recognition are the key components of advanced capture solutions such as everteam.capture.



## High Volume Enterprise Scan

High Volume Scanning is an advanced, robust solution for capturing large volumes of content, from multiple sources. Designed to deliver immediate results and ROI, it can feed content into any system, including everteam.document Management and Microsoft SharePoint, through its standard XML export utility. It covers the entire document capture cycle from batch preparation to scanning, indexing and quality control phases. Some of the key features provided by HVS:

- Support for both TWAIN & ISIS standards ensuring compatibility with most market standard and mass production scanners.
- Advanced recognition engine, for multi-lingual documents including Arabic support.
- Built-in barcode support both for page separation and metadata extraction.
- Advanced database integration allowing to use enterprise databases for content control during the indexing phase.
- Sophisticated pre-indexing capabilities and productivity focused user interface, for efficient batch processing and advanced keyboard shortcuts drastically reducing the time required to manually fill in document attributes.



## Comprehensive Capture Scope

everteam.capture provides a comprehensive range of capture capabilities including:

- Spools and Reports Capture, advanced enterprise report capture, designed to capture high volumes of reports and print streams.
- Advanced E-Mail Capture connector, that crawls and captures content from IMAP e-mail servers, such as Microsoft Exchange or IBM Domino.
- Advanced Lotus Notes capture connector, that crawls and captures content from Lotus Notes applications.
- Advanced Digital Assets capture connector, that crawls and captures images, supporting different imaging resolutions, thumbnail generation and watermarking.
- Advanced RSS and News capture connector, that crawls and captures content from RSS, NewsML and ATOM feeds, including support for enclosures and media feeds.
- SharePoint Capture, advanced connector that crawls and captures content from SharePoint Document Libraries.

### Everteam Global Services

[www.everteam-gs.com](http://www.everteam-gs.com)  
[info@everteam-gs.com](mailto:info@everteam-gs.com)

+33 (0)4 26 68 33 00  
17 quai Joseph Gillet  
Lyon, France 75001