



KONICA MINOLTA

## ABBYY FlexiCapture 10

Powerful Data Capture and Document Processing Solutions



# Take the Data. Leave the Paper.



ABBYY FlexiCapture 10 is a powerful data capture and document processing solution that provides a single point of entry for automatic and accurate conversion of forms and documents into business-ready data. FlexiCapture 10 recognises multiple languages and automates a variety of tasks, such as data entry, document separation and classification by type – providing the data you need, fast. Thanks to its up-to-date technology for document classification and data extraction, this software is easy to configure, use and maintain.

The state-of-the-art architecture of ABBYY FlexiCapture 10 allows building solutions that meet a wide range of throughput needs – from cost-effective standalone systems for small-to-medium businesses and departments to highly scalable server-based solutions for medium-sized and large businesses and government projects. In addition, ABBYY FlexiCapture 10 can be integrated with back-end systems and into specific business processes to improve overall efficiency and reduce costs.

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## High-quality automated data capture

Automated data extraction allows time efficient data capture at lower costs due to significant reduction of manual interaction. Highly accurate recognition technologies along with rule-based automated verification methods ensure optimised and validated data is available in a short timeframe.

## Cutting-edge technologies inside

The software uses artificial intelligence algorithms to analyse documents for purposes of automatic classification and data extraction. ABBYY FlexiCapture 10 can be interactively trained on image samples to provide further production-level processing.

## Scalable solution for high-volume processing

Multi-CPU support, a client-server architecture and load-balancing guarantee higher scalability for higher throughput needs and better distribution among networks.

## Fault tolerance

Microsoft Cluster Support ensures consistent system operation and prevents data loss in case of a system failure.

## Thin client for data correction

With ABBYY FlexiCapture 10 you can efficiently distribute your workforce and reduce costs by using a web-based thin client for data editing and correction.

## Easy start

New auto-learning capabilities simplify document classification and layout creation to save time during the implementation phase.

## Flexible integration and customisation tools

Customise your data and document capture solution and smoothly integrate into your existing business processes using scripts and a Web service API.

## Fast ROI and low TCO

Elimination of labour-intensive operations guarantees a fast Return On Investment, while thin-clients and easy-to-configure document classification and extraction ensure low Total Cost of Ownership.

## ABBYY always in touch

Being an international company, ABBYY has local offices and partners' centres of competence all around the world. Thus ABBYY customers are sure to receive technical support:

- In time (within their time-zone);
- In a native language (from a local VAR);
- For any case (since ABBYY provides technologies of its own development).



## All Industries All Documents All Data

Many different industries benefit from the automatic separation, classification and extraction of information from various types of documents:

### Healthcare

Patient records, medical prescription forms.

### Accounting

Invoices, purchase orders, payments slips.

### Human Resources

Job applications, personnel forms, curriculums.

### Banking and Finance

Deposit notes, credit application, contracts, mortgage documents, loan applications.

### Insurance

Insurance claim and benefit forms, policy agreements.

### Transportation

Shipping documents, receipt notifications, bills of lading.

### Education

Voting ballots, student surveys, examinations.

### Government

Tax forms, contracts, voting ballots.

# Flexible architecture

## Standalone and Distributed Installation

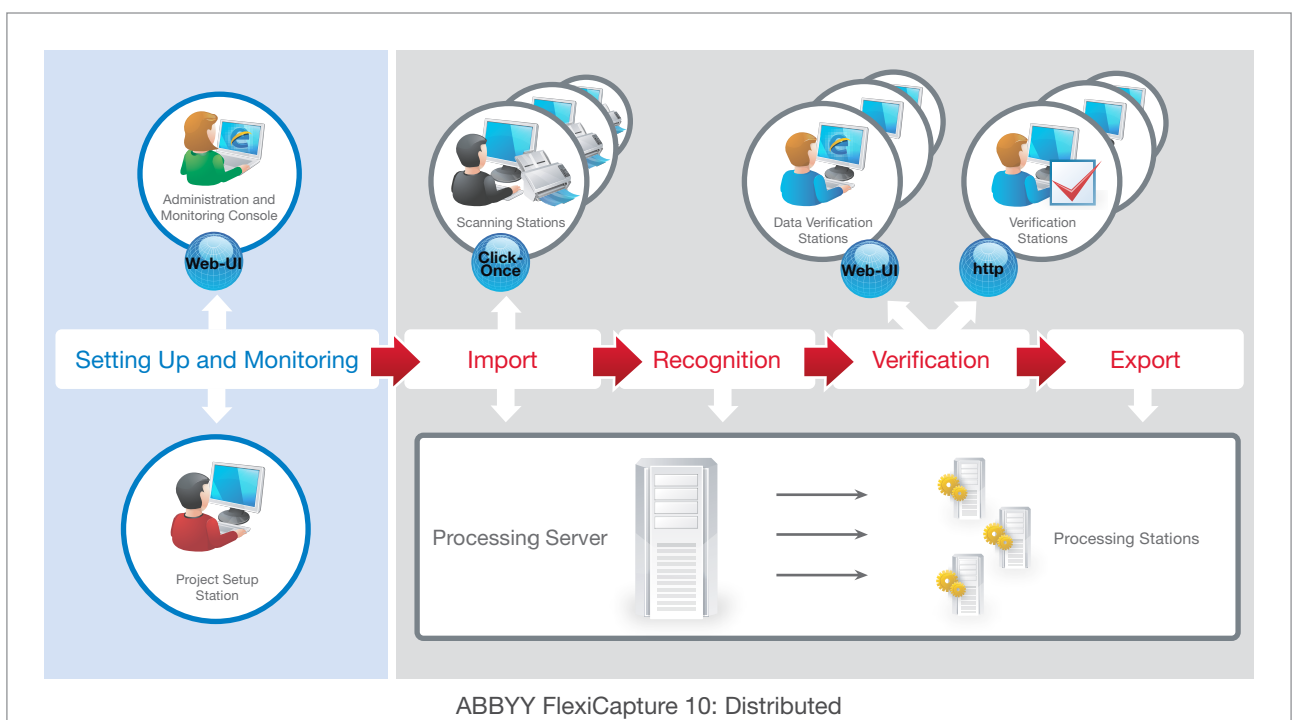
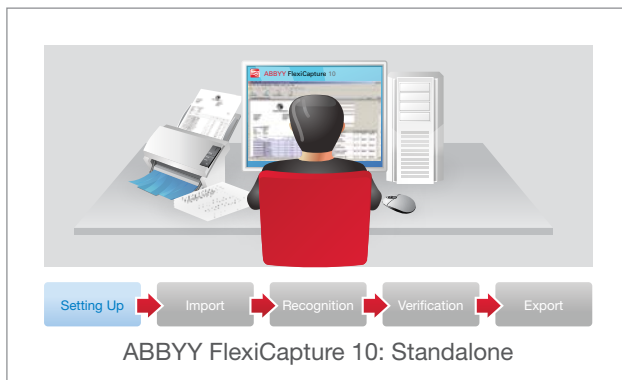
Depending on the needs of a particular project, ABBYY FlexiCapture 10 can be installed in two configurations - Standalone and Distributed. Standalone Installation works as a desktop solution and is intended for small-to-medium projects with about up to 5,000 pages per day productivity and up to 3 processing operators involved.

Distributed Installation includes a set of dedicated server components for data processing – with workload balancing to ensure maximum productivity and support

of high-availability cluster to prevent system failure – and multiple client-operator stations for each step in the data capture process: set-up, administration, scanning, verification and monitoring. Additionally, organisations benefit from availability of easy-to-install scanning client and web-based verification. The Distributed installation is intended for large enterprise and government projects with more than 5,000 pages to process per day, with more than three processing people involved in the process.

### Server-based architecture

- Processing Server automatically executes all resource-intensive operations such as import of images, recognition (classification, data extraction, validation rules execution), and export of data and images. It has a true scalable architecture and distributes processing tasks among Processing Stations performing the load balancing.
- Application Server handles all processing task queues and automatically distributes them among the Stations according to priority.
- Licensing Server ensures proper work of Stations and Servers according to the scope of the license.
- Database Server keeps information about users, batches, processing operations, statistics and extracted data.





### Dedicated User-attended Stations

- Project Setup Station performs creation, setting up, fine-tuning the project (import profiles, document definitions creation, workflow settings, batch types, etc.).
- Scanning Station performs scanning, document separation, post-scan editing. Remote Scanning Station performs scanning and delivering documents via HTTP to FlexiCapture 10 right away from any remote point of their entry.

**NEW!** Thanks to Microsoft ClickOnce technology the Scanning Station can be easily installed and run just by clicking a link in a web page.

- Data Verification Station stands for low-level verification – checking uncertainly recognised characters.

**NEW!** Web-based Data Verification provides web-based interface for data verification that can be accessed from anywhere, anytime by using a web browser.

- Verification Station stands for high-level verification: checking rules errors, exceptions queue handling, export confirmation, out-of-stream scanning.

**NEW!** Remote Verification Station can be used over HTTP.

### Administration and Setup Tools

ABBYY FlexiCapture offers a web-based Administration and Monitoring Console with an extended set of reports for the purposes of monitoring the system's performance, controlling the work of operators and estimating the cost of work for customer billing.

**NEW!** Leveraging the power of Crystal Reports Editor, the system provides tools for the administrator to generate custom reports with desired parameters and data samples from the database.

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## Key functionality

### Preparation, Set-up and Administration

In ABBYY FlexiCapture 10 the data capture process is divided into various stages. The basic distinction is made between two user modes: **Administrator mode** (setting up the whole capture process, preparing document templates and testing the preparation results) and **Operator mode** (capture/processing operations only).

ABBYY FlexiCapture 10 provides easy-to-use, powerful design and template creation tools:

**FormDesigner** – a design module to create and print out blanks of fixed forms intended for completion by hand. Document templates required for processing the forms are created automatically from these blanks.

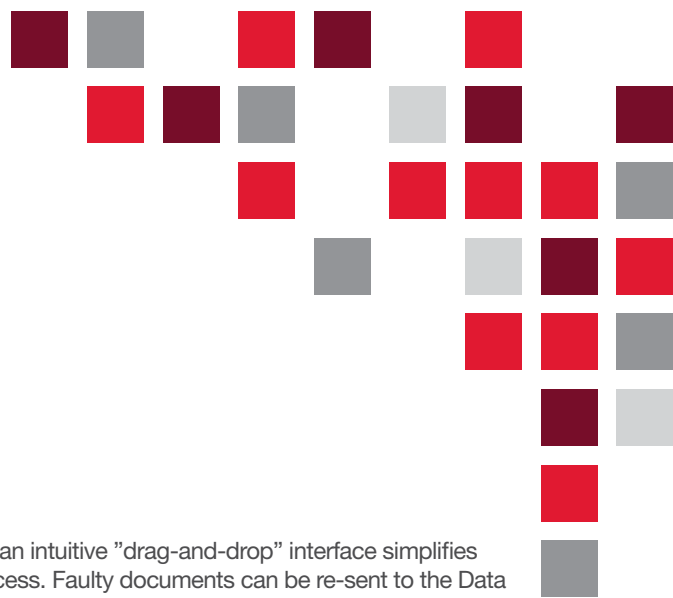
**FlexiLayout Studio** – a powerful and convenient tool for creating, testing and adjusting FlexiLayouts for semi-structured and unstructured documents like invoices or contracts. There is a training mode for template generation, a hypotheses tree for finding better matches, alternative layouts, and an advanced FlexiLayout language.

**Document Definition Editor** – a special module to provide Document Definitions for any type of document with processing settings and rules.

### Processing

#### Scanning and image import

In case of low-volume projects, scanning is best handled by FlexiCapture Standalone. For tasks like batch scanning of large amounts of documents, scanner management, quality control and document assembling, the Scanning Station provided with FlexiCapture Distributed is the best choice. Its installation is completely automated and can be done with one click on a Web page from any location and any computer which can be used for on-demand scanning. **NEW!** Image documents can be also sent for processing as email attachments.



### Document separation and classification

Prior to detecting the document type, ABBYY FlexiCapture 10 separates documents based on blank pages or barcodes and sorts them into several classes in order to speed up template matching and data extraction. **NEW!** In ABBYY FlexiCapture 10, there is no need to manually define the conditions for each class of document - the software can be trained on a bunch of sample images to identify documents of each class automatically.

### OCR, ICR, checkmark and barcode recognition

ABBYY FlexiCapture 10 is based on ABBYY's award-winning recognition technologies that deliver unprecedented accuracy in multiple OCR and ICR languages. 1D and 2D barcodes and checkmarks can also be recognised, while powerful image pre-processing functions help to improve recognition quality.

### Automated data validation

The built-in validation rules are automatically applied during recognition to increase accuracy. Automatic data validation ensures high quality of data and reduces the workload on data verifiers.

### Data verification

Data verification is embedded into FlexiCapture Standalone and is implemented as a separate station in FlexiCapture Distributed. Data verification is designed to execute low-level verification tasks to check if extracted data matches the information in the original document. Verification can be achieved with a full-scale image review if necessary. **NEW!** ABBYY FlexiCapture 10 also provides a user friendly web-based interface for data verification that can be accessed from anywhere anytime by using a Web browser. The Web-based Data Verification Station does not require any installation. To start processing documents, an operator needs to simply go to the appropriate Web page and log in. With this new feature, it has become easier to distribute workloads among operators who work from home, on the go, and overseas. **NEW!** The most important data fields that are crucial for your business, can be verified by two operators independently, to rule out the possibility of a program or human error. Data will be accepted by the system as verified only after proofreading results from both operators coincide.

### Document-level verification

Data verification is part of document-level verification, which is implemented as a separate verification station in FlexiCapture Distributed and includes all verification capabilities. Senior verification operators can check for assembly errors and rule errors. They can also manually re-assemble documents containing classification and assembly

errors – an intuitive "drag-and-drop" interface simplifies this process. Faulty documents can be re-sent to the Data Verification Station for re-verification. The document window offers a full-scale image view for document verification.

### Data export

Data can be exported to back-end applications or databases or stored in enterprise repositories. Automated export and export to multiple destinations is also available. ABBYY FlexiCapture 10 supports the following export destinations:

- Most common file formats
- Basic and advanced XML export
- External databases via ODBC
- Microsoft Office SharePoint® Server
- ERP, DMS, CMS and other business applications through custom modules, connectors or scriptable export



### Redaction and archiving

Redaction allows you to remove confidential or sensitive data from certain fields. Document images can be easily prepared for archiving when converting them to Searchable PDF or PDF/A.



# Specifications

## Special Features

Auto-learning technology simplifies document classification and layout creation to save time during the implementation phase. With this new feature, a simple “point-and-click” input can be used to create layout descriptions and define document types for classification

### Enhanced workflow organisation

**Email Data Capturing:** With the new Microsoft Exchange Server and POP3 mail server integration, image documents can be sent for processing using email attachments. You can use any office MFP device with scan-to-email functionality or simply send a pre-scanned document to the designated email address for processing.

**Double Verification:** The most business-critical data fields can be verified by two operators independently to rule out the possibility of a program or human error. Data will be accepted by the system as verified only after proofreading results coincide from both operators.

## Customisation and Integration Tools

**Custom stages and routing rules** allow customising workflow using scripts. The workflow can also be extended to accommodate tasks such as enhancing images through a third-party engine, connecting an alternative OCR/ICR engine, adding new verification stages and customising document routing.

**Customisation of Scanning and Verification stages** via scripting capabilities. Scripts allow changing menus and toolbars, adding controls for document-specific functions or changing the software behavior for a particular project.

**Processing Scripts** allow customisation of different stages of document processing.

**Web Service API** provides SOAP access to FlexiCapture Processing Server from an external application. By using the API, FlexiCapture may be integrated into various business applications and workflows as an automated document classification and data capture service.

## Recognition

**OCR:** More than 180 languages including Chinese, Japanese, Korean and Vietnamese

**ICR:** More than 100 languages

**OMR:** Circles around selections/numbers, Check boxes, Non-framed check boxes, Bubbles

**Barcode:** 1D: Code 39, Check Code 39, Interleaved 25, Check, Interleaved 25, EAN 13, EAN 8, Code 128, Codabar, Code 93, IATA 25, UCC-128, UPC-A, UPC-E, Matrix 2 of 5, Industrial 2 of 5, PostNet and 2D: PDF 417, Aztec, DataMatrix

### System requirements

Intel® Core™2 DUO/2 Quad/Pentium®/Celeron®/Xeon™, AMD K6/Turion/Athlon™/Duron™/ Sempron™ 2 GHz Processor or faster. 2 (or more) CPU for Application Server.

### Operating system:

- For Stations (Standalone or Distributed): Windows XP SP3, Windows Vista SP2 , Windows 7
- For servers (Distributed): Windows Server 2003 SP2 , Windows Server 2008 SP2, Windows Server 2008 R2

For the program to run with a localised interface, the operating system must provide the required language support

### RAM:

- For Stations (Standalone or Distributed): 512 MB for every CPU core; but not less 1 GB total
- For servers (Distributed): 2 GB RAM, 4 GB for intensive processing, 2 GB for MS SQL Server

Free hard-disk space: Standalone: 1 GB (including 700 MB for installation), Distributed/Stations: 1 GB (including 800 MB for installation), Distributed/Servers: 100 MB for installation + 2 GB for the Database of SQL server 2005 Express Edition

Scanner supporting TWAIN, WIA or ISIS

Image Input Formats	Data Export/ Saving Formats	Image Export/ Saving Formats
PDF, PDF/A	TXT	TIFF
BMP	XLS	JPEG, JPEG 2000
PCX	DBF	PCX
PNG	XML	BMP
JPEG, JPEG 2000	CSV	PNG
TIFF		DCX
DCX		PDF, PDF/A (image only, text under image)
DjVu		Please check <a href="http://www.ABBYY.com">www.ABBYY.com</a> for the full language list and system requirements

### Trial and Licensing

ABBYY offers fully functional trial versions with time and page limitations which allow organisations to test the various FlexiCapture functions. Competitive software upgrade and assurance packages ensure compatibility with the latest ABBYY technologies.

### Pricing and Availability

The price depends on the functionality included and the number of pages which can be processed. Please contact ABBYY certified value added distributors and resellers in your region.



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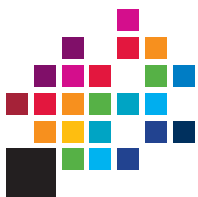
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