

**DAYBREAK**

# eCAPTURE FOR MICROSOFT OFFICE SHAREPOINT SERVER

A Daybreak ICS Software Solution


Distributed Document Capture for Microsoft SharePoint



## eCapture Suite

eCapture for SharePoint is part of the eCapture Suite (e4x) of products.


### eCapture for SharePoint Features

- Quick, easy installation and simple operation
- Concurrent licensing model and no page count costs
- Scan to searchable PDF on the fly
- Scan offline and upload later
- Secure communications to protect your assets
- Automatic capture of user/file metadata
- Zonal OCR
- Configurable scanning profiles for multiple document types
- Built for services-oriented architecture (SOA)
- Capture and deliver documents into multiple repositories  from eCapture LaunchPad

## What It Is

eCapture for SharePoint is a distributed document capture application that enables users in disparate environments to scan documents directly to selected SharePoint content repositories in one step, from a single interface. With eCapture for SharePoint, Daybreak introduces a fresh new concept in distributed document capture for SharePoint users, including cost-effective concurrent licensing and no per click charges or page counts.

## The Right Solution

eCapture Suite  is the right solution for an organization if they:

- Need to capture paper documents from multiple locations
- Want to reduce costs associated with manual metadata entry
- Have a requirement to streamline and expedite the processes of converting paper content into digital assets for integration into SharePoint
- Need a method to easily route content to multiple content repositories
- Desire a simplified interface, core capture features, and cost-effective solutions

## Modular Design

eCapture for SharePoint is built on a modular platform that consists of the core capture engine and SharePoint plug-in, making it easy to scan, index, and route paper documents into SharePoint from a single interface. The software provides security features including secure communications, user authentication and access control to content repositories. eCapture for SharePoint is built from the ground up for Services-Oriented Architecture (SOA) to facilitate interoperability with legacy systems within an organization.

## Ease of Use

eCapture for SharePoint connects to the Microsoft SharePoint Server, enabling real-time communication with the server and eCapture desktop client. Users have the ability to route documents into multiple locations and can also capture and assign document metadata fields. For easy full-text indexing and retrieval, users can scan to searchable PDF on the fly and automatically capture metadata through the application's zonal OCR functionality.

**Welcome  
to the  
new world  
of ECM.**

**eCapture for  
SharePoint is  
Unlocking the Value.**

Contact Daybreak at 802-264-4000  
or [info@daybreakICS.com](mailto:info@daybreakICS.com). Visit  
[www.daybreakICS.com](http://www.daybreakICS.com) for more info.





## How It Works

| Button   | Destination Queue | Profile            | File Naming Convention |
|----------|-------------------|--------------------|------------------------|
| Button 1 | Documentum        | HousePlan          | Prefix: e4x            |
| Button 2 | SharePoint        | SharePoint-Invoice | Prefix: Inv            |
| Button 3 | SharePoint        | SharePoint-Invoice | Prefix: SI             |
| Button 4 | eRoom             | Acco-Payable       | Prefix: Acco           |
| Button 5 | TempScan          | None               | Prefix:                |
| Button 6 | TempScan          | None               | Prefix:                |
| Button 7 | TempScan          | None               | Prefix:                |
| Button 8 | TempScan          | None               | Prefix:                |
| Button 9 | TempScan          | None               | Prefix:                |

Set up and configure your scanner launch buttons.

| File            | Date      | Profile         | Status  |
|-----------------|-----------|-----------------|---------|
| template-test-1 | 2/27/2008 | template-test-1 | Sending |

Scan your documents to the e4x LaunchPad for zonal OCR/ searchable PDF capture.

| Field Name        | Field Type | Field Value              |
|-------------------|------------|--------------------------|
| Document Name     | Text       | sample-1                 |
| Document ID       | Text       | sample-1                 |
| Document Date     | Text       | 2/27/2008                |
| Document Format   | Text       | PDF                      |
| Document Location | Text       | http://172.16.100.11/... |

Attach the document profile to automatically capture metadata for easy search and retrieval.

From the LaunchPad, select your repository and click Send. You're done.

## Beta Testers Needed

If you are interested in our beta test program for eCapture for SharePoint, please contact us at [info@daybreakics.com](mailto:info@daybreakics.com).

## Unlocking The Value<sup>SM</sup>

Daybreak ICS bridges the divide between business needs and technology by tapping the underutilized value inherent in an enterprise's content management solution. Through consultancy and training, Daybreak offers a unique approach to solving business challenges.

## The Winning Combination

### Daybreak ICS

Working in alliance with industry leaders such as Microsoft SharePoint, PTC Arbortext, CYA, IBM, AIIIM, and other professional organizations, Daybreak is delivering new competencies in enterprise content management.

### You

Your business solution launched with the keys to success: tool AND process understanding with the confidence and enthusiasm for successful project implementation, systems leverage, and ROI.

### Software that Sizzles

Daybreak software solutions focus on usability and solving real business problems. eCapture for SharePoint is a distributed capture application that enables users to scan documents directly to a selected location with the touch of a single button.

Contact Daybreak at 802-264-4000 or [info@daybreakics.com](mailto:info@daybreakics.com). Visit [www.daybreakics.com](http://www.daybreakics.com) for more info.