



nsi autostore™

# Quick Reference Guide

What's New in NSi AutoStore™ 6.0



### System requirements Hardware

- Microsoft® Windows operating system (OS) running on computer with at least a 2 GHz Processor
- Minimum 2 GB of RAM is necessary but 4 GB or greater is recommended
- Minimum of 10 GB of hard disk space
- NIC Card

### Operating System

Supported Windows operating systems:

- Windows 7
- Windows 2008 R2 SP1 Enterprise
- Windows 2008 (32 or 64 bit) Standard, Enterprise – with the latest service pack
- Windows 2003 R2 (32 or 64 bit) Standard, Enterprise – with the latest service pack
- Windows 2003 (32 bit) Standard, Enterprise – with the latest service pack

### Additional Software

- Microsoft .NET Framework 3.5
- Microsoft .NET Framework 4.0



## What’s New in NSi AutoStore 6.0?

### ➔ Enhanced Process Designer Interface for Intuitive Use



#### Enhanced Process Designer UI

Clean design, clear architecture and unique Microsoft® Visio® style drag-and-drop functionality. Increase your productivity with an intuitive interface guiding you directly to the result.

#### Benefits

- Efficiency of use.
- Fast learning curve.
- Reduces deployment time and operating cost.

### ➔ File Compression: Attacks File Bloat at the Core



#### MRC Adobe® PDF Compression

Automatically create and compress PDF files by up to 10 times (depending on file content) and reduce additional storage, slower mail servers and choked bandwidth.

#### Benefits

- Reduces the disk space required to store files.
- Decreases bandwidth needed to transport files through e-mail, over networks, and across the web.
- Dramatically improves download & upload times.
- Adheres to your company sustainability objectives.

### ➔ Integrate Paper and Electronic Business Activities into a Uniform Process



#### Capture From any Email Account

Capture email and other documents as soon as they enter the organization. Turn them into actionable digital information, including header, body text and all attachments, and deliver the information into business applications for immediate processing or archive for corporate compliance.

#### Benefits

- Automate and streamline the routing and processing of incoming emails.
- Join paper and electronic business activities into uniform process.
- Speed up processing time and increases collaboration.



➔ Convert Hardcopy Originals into the Latest Microsoft® Word®, Excel® and PowerPoint® Formats



**Open XML Document Support**

Now you can easily scan hardcopy originals to the latest Word (\*.docx), Excel (\*.xlsx) or PowerPoint (\*.pptx) file formats and store them as accurate, properly formatted and editable Microsoft® Office® documents.

**Benefits**

- Read items from a ZIP archive without having to extract them all.
- XML format is compressed and smaller, making it easy to send to other users through e-mail or on other media.
- Virus safe. Executable macros cannot run in these file formats.

➔ Send to your PC Desktop, Even if it’s Off



**Send to PC- Offline Mode**

Press the send to PC button and your hardcopy documents are reliably delivered directly to your computer or multiple users’ workstations quickly, in the right format, conveniently and securely. The user does not need to be logged into his PC at the time the job is processed. When the user finally connects, the documents will be pushed to their PC inbox.

**Benefits**

- Send files directly to your computer with the fewest possible steps.
- Save paper; electronically deliver to your desktop.
- Alleviate extra load/stress on the mail server.
- Converts paper into actionable digital information.
- Delivers scanned documents into the desired output format (PDF, Word, JPG, Excel, PPT Files)

➔ Make Document Routing Happen Without a Thought



**1D/2D Barcode Recognition**

Route and index documents based on information in a bar code printed on a document or separate documents based on detection of a bar code, great for batch scanning.

**Benefits**

- Automating routine, error-prone tasks such as naming, batching, splitting, filing, and indexing scanned documents based on 1D/2D barcodes contained in the documents.
- Delivers a simple user experience and consistent results.
- Ensures consistent, error-free batch processing.
- Highly accurate method to identify key information from scanned documents to deliver consistent results.

➔ When You Need to Scan More Than the Document Feeder Can Handle



**Document Binder**

Binds multiple TIFF documents into one TIFF document until a specified condition is satisfied, after which the document is released into the workflow.

**Benefits**

- Easily concatenates separate image files into a single multi-image document.
- Leverages administrator defined logic to determine how and when documents should be combined.
- Ideal for situations when an MFP document feeder cannot accommodate all pages in a document.



➔ Capture for RightFax: Automated Fax Archiving and Routing



**Capture for RightFax**

Automatically capture and route documents from a RightFax server and place them into your business workflow. Pass key information about the captured faxes to the subsequent components via AutoStore’s patented RRTs.

**Benefits**

- Integrate fax servers into company workflow processes.
- Provide an automated fax archiving and routing solution.
- Process faxed documents using the same business rules as other documents.
- Easily use fax related data to automate processing of fax documents.

➔ Reduce Implementation Time and Improve Service Delivery



**Data Filter**

Easily modify data and create new RRTs: database look-up, concatenation, clean-up, splitting and exceptions, without scripting.

**Benefits**

- Easier to customize implementation for customer specific requirements.
- Standardize the workflow design for more consistent models, reduced maintenance and improved service delivery.

➔ Latest Help Files Always Online



**Online WebHelp**

Get access to all our latest help files online and provide feedback through the comments section and rating system. Follow the URL and save as a favorite by [clicking here](#).

**Benefits**

- Online tool to get the latest in-depth information on our products.

➔ Connect Any Document



**XML Importer**

Easily process XML streams from other applications and deliver the results into a subsequent business process. In combination with AutoStore’s truly customizable XML output, transform data into industry specific formats such as HL7 or an ERP system’s required schema.

**Benefits**

- Transform data from legacy systems into your business process.
- Standardize the workflow design for more consistent models and reduced maintenance.
- Facilitate automatic import of data from upstream applications into AutoStore workflows.

➔ Easier is Better: A Picture (Icon) is Worth a Thousand Words!



**Front Panel Icon Library**

Administrators can use the front panel icon library to quickly find custom icons that represent the workflow buttons appearing on the front panel of the MFP device.

**Benefits**

- Simplifies the use of the applications and increases the intuitive nature of AutoStore.
- Strengthens efficiency and allows the application to be more global.
- Helps front panel user to quickly identify document workflows.
- Allows for customization.



## How AutoStore Works

Successful information management can help elevate a company from start-up to success. So, it’s important to make sure you have the best resources and technology available to handle both print and electronic documents. With more than 150 integrations, AutoStore has the capability to help manage your information workload. The following is a partial list of our process and route components. Please visit our website at <http://www.nsiastore.com> for a complete listing.

<p><b>Capture information from</b></p> <ul style="list-style-type: none"> <li>• Multifunction peripherals (MFPs)</li> <li>• Copiers</li> <li>• Scanners</li> <li>• Desktops</li> <li>• Microsoft® Office® applications</li> <li>• Email client</li> <li>• Email inbox</li> <li>• Directory (network or local)</li> <li>• Email (SMTP, POP3, IMAP)</li> <li>• Fax servers</li> <li>• Local or remote folders</li> <li>• FTP sites (secure and unsecure)</li> <li>• Files (batch, XML, delimited formats, ASCII)</li> <li>• PC desktop</li> <li>• XML</li> </ul>	<p><b>Route information directly to:</b></p> <ul style="list-style-type: none"> <li>• Folder</li> <li>• Email</li> <li>• Fax servers</li> <li>• Printers</li> <li>• ODBC-compliant databases</li> <li>• Send to HTTP</li> <li>• Secure FTP sites</li> <li>• Send to XML &amp; WebDav</li> <li>• DMS (SharePoint, Google Apps, Documentum, Interwoven, IBM CM, FileNet, OpenText eDocs &amp; Livelink, Captaris, Docushare, WORLDOX and more...)</li> <li>• CSV, command files</li> <li>• RightFax</li> </ul>
<p><b>Process Using</b></p> <ul style="list-style-type: none"> <li>• Full text recognition</li> <li>• Zonal text recognition</li> <li>• Forms Recognition (Structured/Semi-Structured)</li> <li>• Optical Mark Reading (OMR)</li> <li>• Image Clean-Up</li> <li>• MRC PDF Compression</li> <li>• Barcode Recognition (1D/2D)</li> <li>• Bates Stamp</li> <li>• Encryption/Decryption</li> <li>• Cost Tracking &amp; Recovery</li> <li>• Dynamic Watermarking</li> <li>• Reporting</li> <li>• Automated Email Notification</li> </ul>	<p><b>Device Features:</b></p> <ul style="list-style-type: none"> <li>• Device importing &amp; grouping (Sales, Marketing, Accounting, Post Office, etc.)</li> <li>• One-Touch Multi-route</li> <li>• Scan settings granularity controls</li> <li>• Bi-directional database lookups</li> <li>• Integrated LDAP connection</li> <li>• Various index fields</li> <li>• Encryption of jobs</li> <li>• Generation of menus / forms</li> </ul>
<p><b>Security Features</b></p> <ul style="list-style-type: none"> <li>• Authentication (Common access Cards, Microsoft® Windows®, Active Directory, Novell® DNS)</li> <li>• Restricted network access</li> <li>• Outbound fax or email validation</li> <li>• Outbound fax filtering</li> </ul>	<p><b>Enterprise Features</b></p> <ul style="list-style-type: none"> <li>• Clustering</li> <li>• Load balancing</li> <li>• Multi-CPU capable</li> <li>• Multi OCR engine capable</li> <li>• Centralized management</li> <li>• Authentication services</li> </ul>