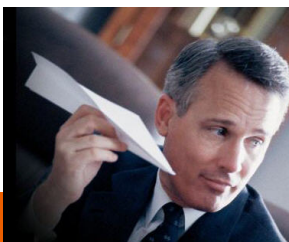




i n v e n t

# Document Management

For HP MFP's & ScanJet Scanners...

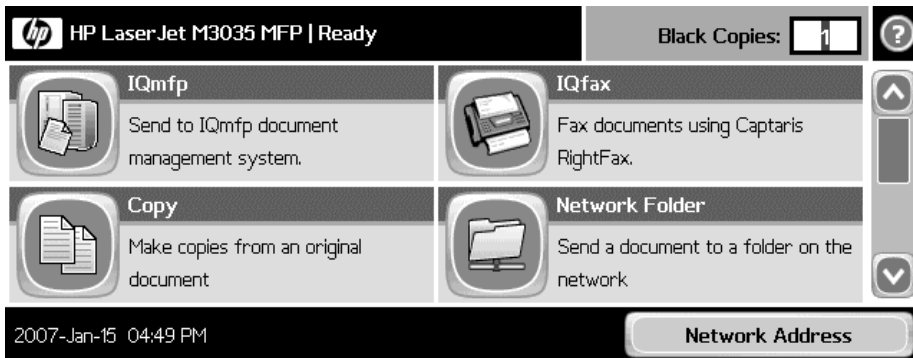


... is not Rocket Science!

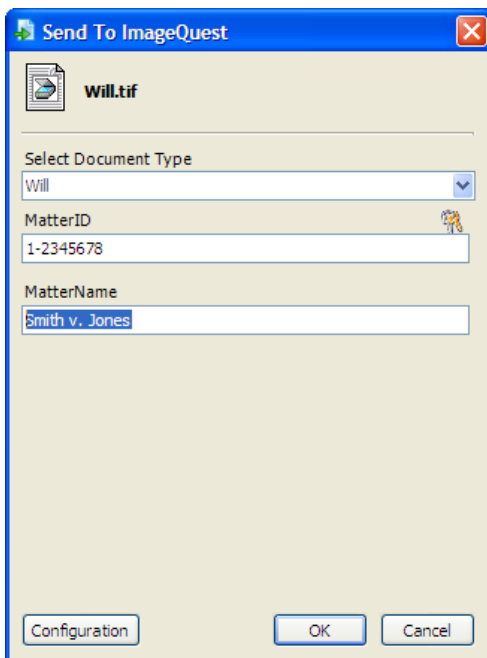
## Why Document Management?

- Escape the problems associated with paper filing — lost or pulled files, needless photocopying, and other costly paper-processing challenges
- Easily categorize and index scanned, faxed or other electronic documents
- Conveniently look up and retrieve documents using Web-based search from any PC on the network
- Integrate seamlessly with the network to improve the efficiency of your entire organization

Simple software and familiar hardware that works the way you do!



HP LaserJet M5035xs MFP



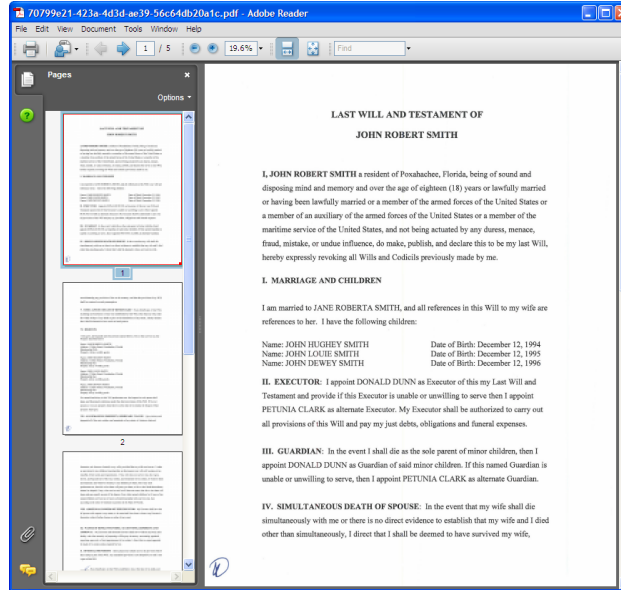
HP ScanJet

**IQ**mfp

One Solution is all you need...  
Scan, Store and Retrieve powered by IQ.

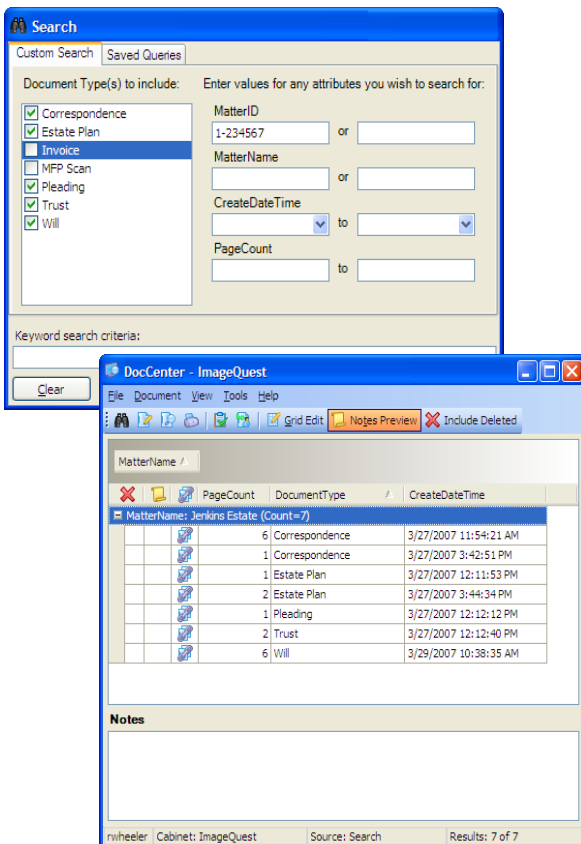
# Benefits

- Respond immediately to inquiries and be more responsive to customers
- Greatly increase business productivity and efficiency
- Free up staff time for other important tasks by almost 50%
- Enable employees to more effectively organize, distribute, and share information
- Reduce costs related to storage and free-up valuable office space
- Help ensure compliance with government regulatory requirements
- Protect against potential loss and damage caused by natural disasters
- Enhance information security



Documents are displayed using the industry-standard Adobe® Acrobat Reader®. With full-text searches you can jump from term to term within the displayed document.

Search any document or file, including full-text



## Return on Investment and Disaster Recovery

Finding and retrieving a document using an electronic filing system is significantly faster than the same process with a paper-based system. IQmfp quite simply eliminates the effort spent filing, searching, retrieving and re-filing paper documents. The amount of time saved is enormous and gives a business the option of either re-allocating an employee's time to more productive tasks, or reducing the size of its workforce.

Why ROI and DR under the same heading? Of what value are your paper files and documents in the event of a natural disaster? This question makes it obvious why one of your major concerns about ROI should focus on business continuity.

	# of documents handled per day	
	Paper	IQmfp
Hourly wage (fully burdened)		
Min. to file or retrieve each document	6	2
Hours per Year	625	208
Labor Cost	\$9,375	\$3,125
Annual Cost Savings		\$6,250
Monthly Cost Savings		\$520

## IQmfp Features

- Integrated with the HP MFP front panel
- No middleware required
- Simple yet powerful user experience
- Built on Microsoft .NET Architecture
- Wizard based installation from one CD
- Individual document or batch scanning & indexing
- Images stored as industry standard PDF files
- View, print, email or fax retrieved documents
- OCR / full-text document search
- Customizable SQL database
- Saved SQL queries for rapid search
- User & document type level security
- Supports Windows Active Directory or non-AD peer-to-peer networks
- Simplified document routing and workflow
- Complete document history tracking for regulatory requirements
- Index editing and annotation
- Access documents via Web interface
- Windows client interface for power users
- Link to store files from MS Office applications
- Use Windows "Send To" functionality for any other file types
- Built-in database & image backup
- Export selected groups of documents to folder for output to CD
- ODBC data lookup for easy indexing
- Easily scalable from one to hundreds of users
- Folder polling for capture from non-HP devices
- Store email & attachments from MS Outlook
- Archive faxes using optional IQfax LANfax application or Captaris RightFax connector

## System Requirements

- HP LaserJet mfp or ScanJet scanner
- HP Server (or equivalent) with P4 processor
- 1GB memory
- Mirrored 80 GB Hard Drives
- Windows Server 2003 or Windows XP Pro SP2\*
- Windows IE 6 or higher
- \*IQfax requires Windows Server 2003

## Compatible HP Document Capture Products

- HP Color LaserJet 4730 mfp
- HP Color LaserJet 4730x mfp
- HP Color LaserJet 4730xm mfp
- HP Color LaserJet 4730xs mfp
- HP Color LaserJet 9500 mfp
- HP Digital Sender 9200c
- HP LaserJet 4345 mfp
- HP LaserJet 4345x mfp
- HP LaserJet 4345xm mfp
- HP LaserJet 4345xs mfp
- HP LaserJet 9040 mfp
- HP LaserJet 9050 mfp
- HP LaserJet M3035mfp
- HP LaserJet M4345 mfp
- HP LaserJet M5035 mfp
- HP LaserJet M5035x mfp
- HP LaserJet M5035xs mfp
- HP ScanJet 7800
- HP ScanJet 8350
- HP ScanJet 8390

### Business Partner



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