

# SHARP



**SIMPLIFYSCAN** - A sharp choice in intelligent scanning  
Save money and optimize your efficiency

# SAVE MONEY AND OPTIMIZE EFFICIENCY WITH SIMPLIFYSCAN ON A SHARP MFP

SimplifyScan allows office workers to easily capture documents and distribute copies to any location on their network, directly from their Sharp MFP. Allowing users to quickly and efficiently integrate their documents into their digital workflows. SimplifyScan ensures that the document is stored in the proper folder as a text searchable file. These can be files for archiving, like PDF or PDF/A files, or editable files, like Word or Excel files.

With SimplifyScan it's possible to have real-time bidirectional communication with your network and/or database. The correct repository can easily be selected on the display of the Sharp MFP. Processes that previously needed to be done manually and took several minutes to complete, can now be finished automatically in a matter of seconds, saving you a lot of money and time.

## MONEY SAVING SCENARIO

### Archive and store documents

#### Current workflow

In any organization it is necessary to archive and store all kinds of documents, such as invoices. These documents are usually stored in filing cabinets that can take up lots of valuable office space. To retrieve an archived document, employees must invest a lot of time in searching through filing cabinets. And when multiple documents need to be stored as one complete file, all documents are combined manually. After this, the document is scanned to a single PDF file on a desktop scanner and stored digitally.

#### Workflow with Sharp & SimplifyScan

Employees scan all documents on the Sharp MFP and with SimplifyScan, all scanned documents can be converted to secure searchable PDF/A files. SimplifyScan can store documents directly in the correct location in any digital archive, such as a Windows network folder, Microsoft SharePoint or a business application. Documents can be retrieved instantly by a text based search. With SimplifyScan it is possible to easily combine different documents into a single PDF file, which can be digitally saved and shared anywhere on the network.

Working with SimplifyScan on a Sharp MFP, an organization can save a lot of valuable time and money.

### Sharp and SimplifyScan offer you the possibility to:

#### REDUCE COSTS RELATED TO:

- Archives taking up valuable office space Desktop scanners that can be replaced with one Sharp MFP
- Timely process of storing and retrieving documents
- Printing paper and ink toner
- Reprographic costs for lost documents
- IT management handling software

#### INCREASE:

- Return on investment on your Sharp MFP
- Valuable office space to use for other purposes
- Employee efficiency and productivity
- Data security by creating secure text searchable files
- Customer services efficiency
- Use of business applications by storing documents directly in the application you use

Combining the service of Sharp multifunction devices and SimplifyScan, you will get the possibility to enjoy long-term money savings in combination with an optimized efficiency.

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**Supported Sharp devices**

For more information about supported Sharp devices, please contact your Sharp representative or visit [www.simplifyscan.com](http://www.simplifyscan.com).