

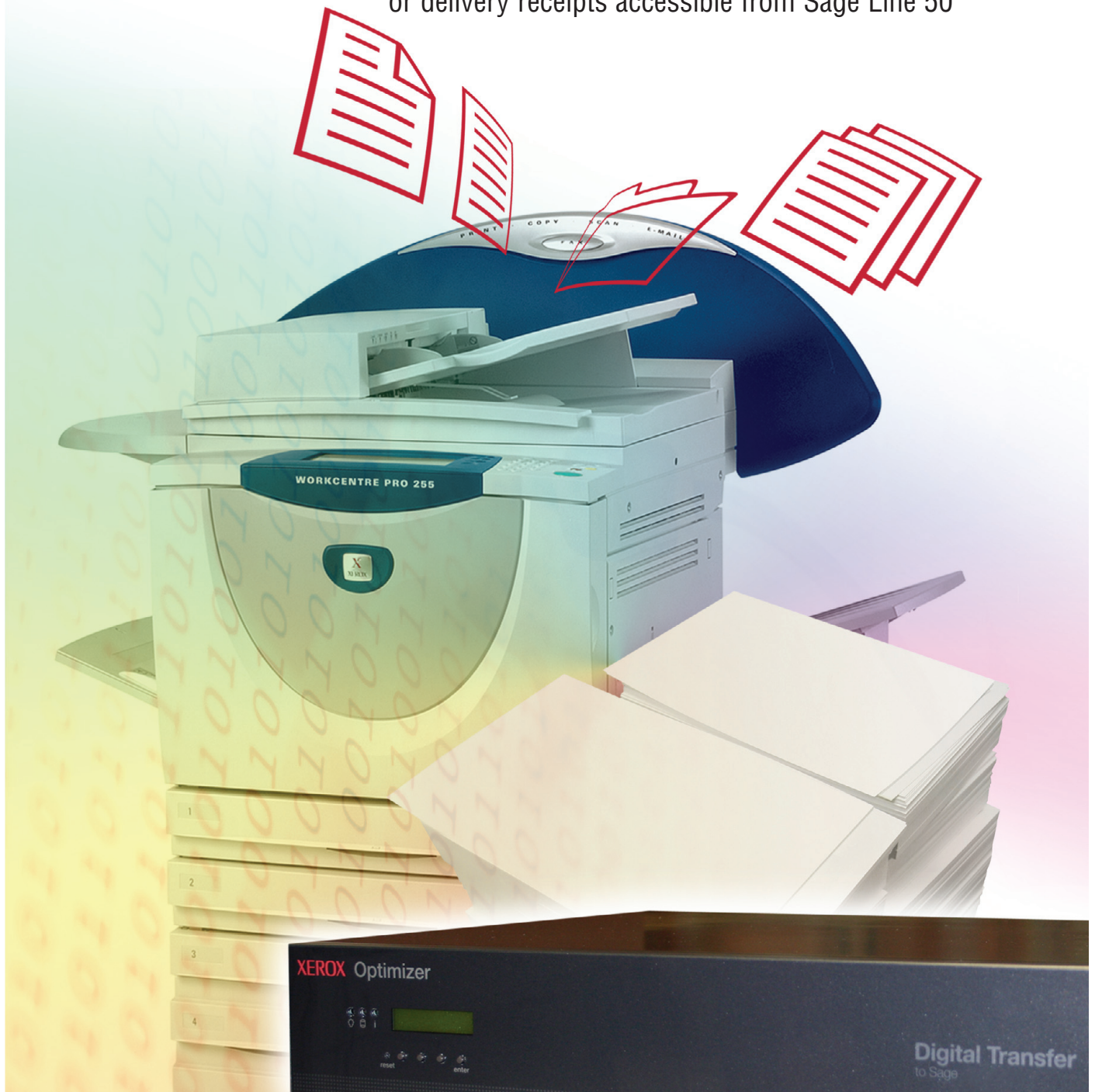
XEROX[®]

Technology | Document Management | Consulting Services

Xerox Optimizer[™]

Digital transfer to Sage[®] Line 50

Your invoices, order forms, contracts, shipping documents or delivery receipts accessible from Sage Line 50



Use Xerox Optimizer™ to create digital archives by scanning paper documents directly from your Xerox multifunction device to the Sage® software.

Simple. Fast. Efficient.

Advantages

- **Saves Time/Money:** all incoming documents can be stored and retrieved digitally at the push of a button.
- **Text searchable PDF:** Xerox Optimizer converts paper documents into 100% text-searchable PDF files for easy recall.
- **Easy to Use:** Xerox Optimizer scans as easy as making a copy or sending a fax.
- **Out of the Box:** Xerox Optimizer is preconfigured to connect automatically with Sage Line 50 and the Xerox multifunction device.

Overview

Xerox is the only brand of multifunction with a direct connection to Sage software. You can use Xerox Optimizer to scan directly from a Xerox multifunction into Sage Line 50. The Optimizer creates a digital archive without installing software on local workstations or training office staff on a new product.

By using Xerox Optimizer, you will always have documents in the right place. The document is not changed by the Xerox device or within Sage, and no additional software training is required. The Xerox Optimizer simply uses the Document Management function of Sage Line 50 and enables you to organize information for all your accounts. You can choose to print a barcode on your documents, however. Optimizer then recognizes the barcode and routes the document to the appropriate record—streamlining your day-to-day document processing.

With Xerox and Sage, it's simple, fast, and more efficient to digitize paper documents into customer records you can use!

Customer Scenarios

Invoice Management:

An employee wants to archive incoming invoices digitally rather than in a filing cabinet. He places an invoice in the feeder on the Xerox multifunction device, enters the supplier invoice number, and presses the green button. Go! Sage Line 50 scans to the appropriate digital customer record. Now, all customer documents can be retrieved and viewed from the employee's desk workstation.

Automated Filing:

At the end of a work day, a delivery driver returns to a warehouse with a stack of proof of delivery receipts containing barcodes. Xerox Optimizer reads these barcodes and routes the scanned receipts to each customer's Sage Line 50 record. No more filing cabinets means less time spent on paperwork, less misplaced documents, and less clutter around the office. Less is more!



What can Xerox Optimizer do for you?

From paper to **paperless** in **three easy steps!**

STEP 1



You have a document that you would like to store in Sage Line 50.

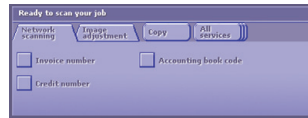
- Invoices
- Orders
- Contracts
- Shipping Documents
- Delivery Receipts

STEP 2



Place the document in the feeder of your Xerox WorkCentre®.

OPTIONAL STEP



Enter the Sage Line 50 invoice number.

STEP 3



Press the green button to scan.

RESULT

The document is stored in Sage Line 50 and attached to the appropriate customer record. These records can be referenced by project, product, supplier, or bank. You can use Adobe Acrobat Reader to search, view, or print; and text from any document can be pasted directly into customer information databases.

Your paperwork just became a paperless archive!

Xerox ScanFlowStore

Text searchable PDF files

Xerox Optimizer automatically creates text searchable PDF files.

Full color support

Now make full color text searchable PDF files of all your paper documents.

Email notification

When a scan is being placed in a folder Xerox Optimizer can send a notification email.

Batch scanning

Batches of scans can be divided by using a barcode separation sheet.

Barcode recognition

Xerox Optimizer supports barcode recognition, by which scan processes can be simplified.

Scan to customer record

All documents can be directly linked to the supplier, invoice, shipment documents, proof of deliveries, all kinds of documents can be made available in your own application.

Scan to bank

All documents can be directly linked to the bank record, receipts, correspondence, mailings, overviews, all kinds of documents can be made available in your own application.

Xerox Products

Xerox Optimizer works with all the Xerox Multifunctional products listed below, provided they have a scan option.

Xerox Document Centre **425 / 432 / 440 / 460 / 470 / 480 / 490 / 535 / 545 / 555**

Xerox **4110**

Xerox WorkCentre **7228 / 7235 / 7245**

Xerox WorkCentre **7655 / 7665**

Xerox WorkCentre Pro **35 / 45 / 55 / 65 / 75 / 90 / 123 / 128 / 165 / 175**

Xerox WorkCentre Pro **32c / 40c / 2128 / 2636 / 3545**

Xerox WorkCentre Pro **232 / 238 / 245 / 255 / 265 / 275**

Xerox and Sage

Xerox Optimizer has been developed in close cooperation with Xerox, Sage UK and X-Solutions. X-Solutions is an official accredited Sage Developer.

*Working Together...
getting results.*

Together we can.

Other Xerox offerings for business transformation:

• Xerox Alliance Partners Programme:

Links partners with the global resources and technology of Xerox to create customized solutions that extend the functionality of Xerox products. One solution is DocuShare - an intuitive, cost-efficient software solution for capturing, managing, retrieving and distributing information globally in a secure, web-based environment.

• Xerox Lan Fax Manager

Provides integrated, server-based fax functionality, extending powerful fax capabilities to the desktop and enabling walk-up fax capabilities in Xerox multifunctional systems.

