

# Automate document-driven processes



Capture, process, and route information at the touch of a button with HP MFPs and Nuance AutoStore



## What if you could...

- Eliminate manual, error-prone document-handling processes?
- Effectively capture, process, and route documents for improved productivity, security, and compliance?
- Free up employee time from paper-intensive tasks?
- Boost the responsiveness of your organisation while helping to reduce overall paper-handling costs?

With HP and Nuance AutoStore—you can.

*“ Finding client documents now only takes seconds instead of half an hour, saving us much-needed time and resources, thanks to AutoStore and the power of connectors. ”*

—Xavier VOETS

## The challenge

With purchase orders, loan applications, contracts, and more entering and exiting offices daily, organisations—across a variety of industries—are struggling to cope with the influx of documents.

The process of manually capturing this information, converting it to a suitable electronic format, and then routing it into business processes or workflows is costly, time-consuming, and error-prone.

Slow, out-of-control business processes can impact your organisation’s ability to respond to customers and stakeholders. They also restrict your competitiveness.

## The solution

HP and Nuance AutoStore help you transform manual, disconnected processes into dynamic, streamlined, and automated workflows.

AutoStore is a server-based application that orchestrates the capture and secure delivery of paper and electronic documents into business applications.

Whether you’re handling invoices, claims, applications, or order forms, AutoStore can automate document-driven business processes to help lower costs, improve operational efficiency, communication and collaboration, and support compliance with regulations.

## Transform manual and disconnected processes into automated, dynamic workflows



**Capture information** from HP MFPs, smartphones, emails, fax servers, shared/public folders, FTP sites, and more

**Process captured information** based on your organisation's predetermined workflow

**Route documents** and the keywords describing them to any number of locations

### Solution benefits

Automate document-driven processes using HP MFPs and Nuance AutoStore to:

- Improve operational efficiency and productivity by streamlining workflows and minimising error-prone manual tasks.
- Save time with instant access to text-searchable records across your organisation.
- Improve communication with real-time access to business-critical information.
- Help increase regulatory compliance with less effort required from employees.

#### Dynamic database lookups

Easily search for and retrieve database information from the MFP's front panel.

#### Front panel browse-to-scan

Send documents to any accessible Windows® network folder or Microsoft® SharePoint® library. Once destinations are set, documents are automatically digitised, indexed, and stored in your specified location and format.

#### Integrated LDAP connector

Browse your company's contact list from the front panel of your HP MFP. Then email captured documents to the right contact from the user's email account.

### What sets AutoStore apart?

#### Document image processing

AutoStore advanced document image processing functions rid scanned documents of imperfections.

#### Customisable workflows

With AutoStore Process Designer, workflows can be preconfigured and saved to reduce manual steps required by end users.

#### 1D/2D barcode recognition

Automate routine, error-prone tasks such as naming, batching, splitting, filing, and indexing scanned documents using 1D/2D barcode information printed within documents.

Optimise document workflows and help increase your organisation's competitiveness with Nuance AutoStore and HP MFPs.

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