FormScape® Enterprise Edition 3.5

Collaborative Document Processing and Archive Capabilities Enhance ERP Investments

While paper documents, such as invoices, purchase orders and shipping forms remain central to most business processes, they can cost organizations considerable time and money to develop, distribute, maintain and store. By formatting ERP output into efficient electronic documents, Bottomline's FormScape Enterprise Edition solution helps to address these issues while reducing the administrative complexity of routing and approving documents across the enterprise.

With FormScape Enterprise Edition, businesses can enhance the quality of transactional communications and increase efficiencies with tools that extend ERP investments to automate document-centric processes, support greater collaboration and simplify access to documents via electronic delivery and archive.

Dynamic Content Design and Multi-Channel Delivery

With the ability to generate highly customized communications from standard ERP output, transactional documents and business forms become more targeted and effective. Each document can be formatted with unique branding, languages and messaging – all within a single print job. Conditional processing enables further personalization of content, including the application of data, images, international currency and language, barcodes, logos, charts, custom graphics and digital signatures.

With FormScape Enterprise Edition, electronic documents can be easily and cost-efficiently distributed to any printer; sent via email in any format, including PDF, XML and HTML; transmitted via integrated fax solutions; or posted online. The solution can also burst, merge or collate multi-page documents and automatically deliver them based on lowest cost routing or the recipient's preferred delivery channel.

Advanced Document Capture

With FormScape Enterprise Edition documents arriving into an organization can be captured simply and efficiently from a variety of sources, including conventional scanning and multi-function devices, fax and email queues. Complex integration requirements can be supported using Web services, message queuing, FTP and file systems. Once documents have been captured, sophisticated data extraction and manipulation tools can be applied to obtain relevant information from the document. Structured document formats such as PDF, CSV or XML can be manipulated using specific parsers. Unstructured documents such as scanned images or faxes can also be processed using sophisticated Optical Character Recognition (OCR) technology.

Solution Features and Benefits:

- Graphical drag-and-drop interface allows users to design documents without costly ERP customization or development resources

- Support for unique fonts, barcodes, charts, graphics and multiple languages enables document personalization and support for corporate branding

- Consolidate document, report options data from multiple sources to create richer documents

- Multi-channel distribution options including print, fax, email, XML, Web or HTML enables rapid, cost-effective document delivery

- Online document storage and retrieval capabilities provide users with instant access to documents from any standard Web browser

- ERP-specific Productivity Packs, including SAP (for RDI and XSF reports) and JD Edwards (for OSA and PDF reports) provide direct integration with FormScape Designer

Online Storage and Retrieval

FormScape Enterprise Edition includes a comprehensive, online document archive giving users instant access to documents and reports from any location via a Web browser. Documents produced by FormScape Enterprise Edition can be automatically stored and later retrieved using either key index fields or full text search features. Users can add notes or associate documents via tags, indexes or links to create a complete transaction history. With a consolidated view of all related documents, business users can quickly retrieve documents related to a particular transaction, business process, customer account or activity.

To further speed retrieval, stored documents can be accessed directly from an ERP system, giving users improved visibility of a transaction without leaving a familiar environment. Internal reports can be stored centrally yet accessed remotely from any Web browser, giving users instant online access while removing the need to distribute multiple copies, reducing associated bandwidth requirements, mailbox space and production costs.

Business Process Management and Collaborative Document Processing

By consolidating the management of all document types of into a single, common view, FormScape Enterprise Edition provides greater visibility and control over transactional communications related to key business functions such as finance, procurement, manufacturing and distribution.

FormScape Enterprise Edition allows rapid modeling of complex business processes related to the receipt and production of transactional documents, including user interactivity and collaboration. Using email or their Web browser, users can interact with business documents and perform common tasks such as adding comments, adding additional data, approving or rejecting. Users can also copy and paste data directly from the document into another business application or an ERP system.

Advanced Tools Increase Document Control

FormScape Enterprise Edition offers increased security and control over the entire document production process through powerful deployment and testing features. Multiple environments allow separation of document design, testing and production processes to deliver greater security and change controls.

The solution can also be scaled to meet a diverse array of individual business requirements for performance, reliability and server uptime through the use of clustering and failover, load balancing and disaster recovery support.

Productivity Packs Help Maximize ERP Investments

SAP® All-in-One Productivity Pack

The FormScape Enteprise Edition SAP Productivity Pack includes the components necessary to handle SAP report data, including SAPscript RDI or SmartForms XSF output. By removing the complexity of ERP custom coding, users can transform standard SAP output into highly customized, professional-looking documents without costly SAP consulting.

Oracle® JD Edwards EnterpriseOne™ Productivity Pack

The Oracle JD Edwards Productivity Pack for EnterpriseOne and OneWorld provides support for standard JD Edwards report output, including PDF Metadata and OSA XML. This removes document processing complexity by standardizing report data and moving away from costly report changes in favor of configurable tasks that eliminate or significantly reduce the need for outside consulting services.

Additional FormScape Enterprise Edition Modules

Document Capture Productivity Pack

The Document Capture Productivity Pack contains everything needed to capture data from incoming documents. Sophisticated OCR technology allows the use of both templates and free-form data capture, including barcode capture.

Transform™ Scan Center

The FormScape Enterprise Edition online archive is also fully compatible with Bottomline's Transform Scan Center product. Transform Scan Center provides users with functionality for document scanning, batch separation and verification, classification and indexing. Output from Transform Scan Center can also be imported directly into FormScape Enterprise Edition and stored online for later retrieval, or used to initiate additional document processing, for example AP invoice approval workflow.

Compliance Manager Productivity Pack

With this productivity pack, compliance becomes an integral part of the solution. By auditing and tracking project changes, document access and even process flows, organizations gain increased security, visibility and control over their transactional documents and business processes.

SAP® Certified Integration

ORACLE® CERTIFIED PARTNER

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