

AutoStore for SAP

Assigning data to SAP has never been easier

Streamline the whole process of capturing, filing and sharing both electronic and paper-based information.

AutoStore for SAP reduces the manual effort of assigning data to any SAP process. By using AutoStore your organization can implement app-like workflows that streamline the whole process of capturing, filing and sharing both electronic and paper-based information. AutoStore workflows can be operated by anyone, and are available on multifunction peripherals, scanners, tablets, smartphones, PCs or from a simple web browser.

Imagine your field workers entering the results of an onsite assessment securely, right into the SAP system, using a smartphone. Envision your accounting team accessing signed customer documents easily, because all sales reps assigned their files to the corresponding SAP process using a simple MFP.

A solution for multiple departments:

Material Management (MM)

Consider all data and documents that are part of a procurement process, such as requests, tender documents, datasheets, quotes and claims. These documents arrive in emails, as attachments or by paper. In most cases, an MFP or a client PC is required for the capture process itself.

The AutoStore data capture process follows a standardized configuration and provides constant quality. When auditing the awarding of a project all corresponding documentation can be reproduced and used to ensure that the strict government regulations have been met.

Plant Maintenance (PM)

An unplanned repair request for a broken plant component usually requires additional usage or operation information that typically goes beyond ordinary maintenance. For instance, the status description "component is leaking" calls for an onsite inspection by specialized field staff. Alternatively, one photo of the broken part can clarify the issue, allowing problem resolution without onsite support.

Plant maintenance replaces, inspects or adjusts technical components at most facilities. Following every inspection, a detailed test report must be completed by the field worker who rarely operates a PC. Paper is still the media of choice used to collect the relevant data and fill out these checklists. With Business Connect and Smarticket™, we offer exceptional tools to streamline data capture in the field.

Financials (FI)

Today, a lot of businesses outsource activities, such as cleaning, plant maintenance or translation services to service providers. Whenever a job is completed, someone in charge needs to approve a performance report or inspect the delivery. Most often, this task happens outside the office. Capturing these performance reports and assigning them to the respective invoice can be done at the front panel display of any MFP.

In many situations, the external vendor is requested to upload his performance logs directly. By using AutoStore, he can kick off the corresponding SAP process directly, including billing. This results in less work for all involved parties. Reducing multiple manual scans and approval processes.

Eliminating multiple scans and approval processes speeds up the workflow, and reduces the amount of work for all involved parties.

Major benefits for SAP users

Direct upload into any SAP object or process

AutoStore allows you to index digital and paper-based documents directly, and to submit the data to the respective SAP process or object of choice. By using one generic interface and a customizable, wizard-based UI, everyone can use AutoStore.

- Quickest way to assign data to an SAP process or object.
- Uploading important documents into SAP can be done by everyone, not limited to expensive SAP experts.
- Equally efficient upload process for digital and paper documents.

Add „live“ metadata to an SAP process

When capturing data using AutoStore, various types of metadata can be requested from the user. This adds realtime information to the SAP process where the information is assigned, e.g., status, person in charge, dependencies or due dates.

- Completes the data that is assigned to a SAP project/object by using dynamic data, eg., status, person in charge or due dates.
- Facilitates a more precise information search.
- Improves your information base for potential audits.

Data validation through bi-directional database lookup

Easily search and retrieve database information for display on the MFD panel. With the Database Lookup feature, the value entered in one index field triggers a database search to fill the other fields automatically, accelerating the indexing tasks while delivering greater accuracy.

- Utilize data managed by another department for data input and validation during distributed capture.
- Dramatically speed up accurate document indexing.
- Increase ease of use and reduce front panel face time.

Zonal OCR

AutoStore extracts index field data from documents automatically. Users can set up AutoStore to locate key index information in a document, automatically remember that location and extract the data.

Perfect for documents with structured data, such as forms or invoices, that always contain the same type of values, like a date or customer name.

- Automate the indexing process and provide consistently indexed content to your SAP repository.
- Reduce the time it takes to process documents and make document indexing much easier for users.
- Reduce expenses spent on manual data entry and encoding.
- Speed up file processing, since only a few areas need to be checked for data.

Personalized scan menues

Once the user is authenticated, personalized scan menues appear that are specific to that individual or department. The MFP front panel UI can be enhanced using custom icons and names to represent the workflow action on screen accurately.

- Departmental processes can be streamlined through dedicated workflows for the most common document tasks.
- Use of AutoStore is intuitive and requires little to no training.
- Subject matter experts are empowered to drive ongoing process optimization.

Enhanced error handling and flexible email notification scenarios

Notifications are a straightforward way to inform specified recipients via email whenever changes or issues occur during document processing. AutoStore notifies users of the success or failure status of a document-driven workflow step or job.

- A step in the AutoStore process chain can be monitored and secured through intelligent „when-if“ scenarios.
- Immediate recognition of failed document processes in the workflow.
- Improved service levels.

Award winning and patented workflow software

Major device manufacturers such as Ricoh, HP, Kodak, Kyocera, Konica Minolta, Fujitsu, Canon, Lexmark, Sharp, Xerox and others rely on the AutoStore framework for their MFPs and scanners.

Nuance has been named market-leading software in the area of transactional document capture.

- Maximum scalability and flexibility: AutoStore can grow with an infrastructure, an extended fleet, changing hardware and/or dynamic processes.
- Supports long-range vision to ensure proper functionality and provide IT with best technology infrastructure for the present and future.

Smart workflows - easy to configure and rollout

By using predefined AutoStore workflows for common SAP-related document tasks, the capture and submission process can be configured to initiate subsequent processing and routing activities.

- AutoStore workflows are easy to use and guide the user through the data entry.
- A single AutoStore workflow may comprise multiple processing and routing activities.
- SAP process requirements can be enforced in the whole organization, including non-SAP users, too.
- Allows administrative tasks to be outsourced to external parties, while existing personnel focus on business-critical work.

Capture heterogeneous data from any input device using one UI

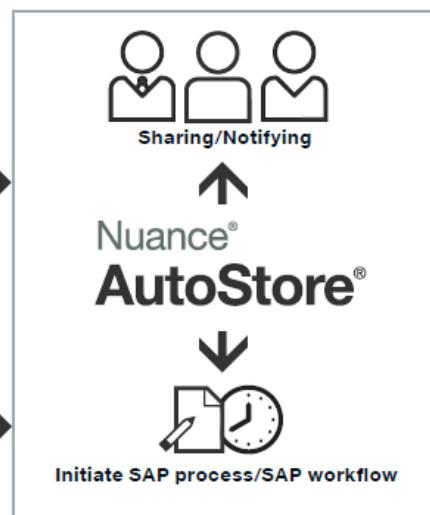
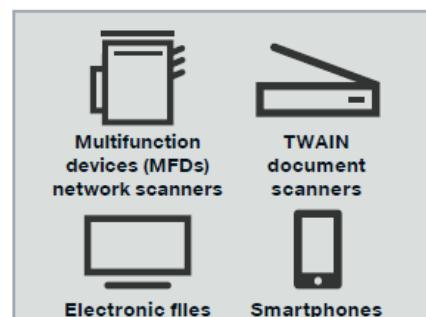
To meet today's compliance rules, business-critical process documentation must be complete, and encompass both paper-based and digital documents. With AutoStore, the SAP process includes information authors and subject matter experts, even if they have no direct SAP access.

- Capture process-sensitive information on MFPs, scanners, tablets and smartphones (Android and iOS), client PC and web browsers.
- Using a quick and easy process to assign data to an SAP process will be accepted by users more readily, and will improve document quality.
- By increasing the number of devices that can integrate and trigger an SAP process, the process cycles become shorter in general, reducing costs.
- The workload of capturing process documentation rests no longer with the SAP users alone but can be shared with anyone who has access to an MFP, smartphone or simply a web browser.

What is AutoStore?

AutoStore is a server-based application which orchestrates the capture and secure delivery of paper and electronic documents into business applications. It is well suited for organizations of all sizes which want to eliminate error prone manual document handling. The captured information is processed based on your organization's predetermined workflow. A workflow happens immediately, ensuring your information goes where you want it to go - quickly and accurately every time.

Data capture through user



Data capture triggered through services and servers

Workflow-based processing and routing

Direct SAP upload

Capture

Capture both paper and electronic documents from virtually any source. AutoStore works with all leading copiers, scanners, MFPs and Mobile devices.

Process

Process all types of documents including images and forms into a variety of formats such as text, searchable PDFs or Word. Easy to use image enhancing features improve document quality. Process using OCR, barcode, image management, document services and document conversion.

Route

Instantly deliver your documents to virtually one or multiple destinations, PCs, fax applications, line of business applications, email, FTP sites, or your SAP system. You may directly assign your data to a particular process or object..



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Workflow and document management



Fleet management and optimization
Output management



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