

DocSlide

Take control of your scanned documents



Introducing DocSlide

Security surrounding electronic document transfers is of the utmost importance for the majority of businesses so scanning a sensitive document to your email, only to find the file has not arrived in your inbox, can cause untold security issues. ITS have therefore developed our powerful new solution, DocSlide, to address security concerns around scanning files to email.

When a document is scanned, DocSlide encrypts the file and saves it to a secure folder, but also transmits it via a secure encrypted HTTPS link directly to the scanned document. Only the user who scanned it will then have access to the file. Once the file has been downloaded it is then deleted from the server removing the risk of it falling into the wrong hands.

DocSlide requires no other software, offers cross platform support, and can be implemented for use with any brand of multi-functional device. What's more, we have also designed it to be compatible with both PaperCut and Umango to complement and extend functionality and enhance your existing implementations of these solutions.

When integrated with Umango, DocSlide offers users unique functionality via the DocSlide portal where they can upload documents from any PC, even when working from home, and conduct OCR conversion to Word, Excel, or PDF.

Key Features:

- Administered via a web portal on any browser
- Scans and processes files with xml metadata or file name
- Can receive scanned jobs from hot folders, email or DocSlide portal
- Stores and encrypts jobs in server folder
- User can receive private or public encrypted link to their email inbox
- Documents can be shared with others via a public web link
- Only intended recipients can download scanned file via private link
- Deletes scanned files after set configured time has elapsed
- Integrates with LDAP, Active Directory and PaperCut
- Single or multiple destination – email, folder, DocSlide portal
- Includes embedded database for system configuration
- Exports scanned files and creates metadata file via system variables
- Supports multiple languages

New DocSlide Processors:

- PDF Merge processor provides option to merge pdf files
- Scan job Archive using system metadata
- Sign PDF with company certificate
- PDF metadata processor provides option to use any metadata to process pdf files
- Audit sensitive phrases inside scanned documents
- For Konica and Sharp devices: auditing processor for all print, copy or scan jobs

Technical Requirements:

Operating system:

- Windows 10 and Windows Server 2012 or higher
- 40Gb of free hard disc space
- 4 Gb of RAM
- Linux support also available, please contact for further details

Components:

- DocSlide requires installation of the latest Microsoft Net Core component

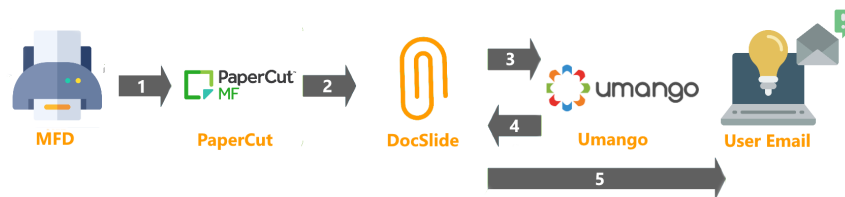
Firewall and Network:

- Port 12120 must be opened

Certificate:

- To utilise the DocSlide portal with HTTPS, a certificate must be created and uploaded by your administrator for the servers DNS name

Scan to email with encrypted HTTPS link and Umango OCR: Job is scanned using PaperCut integrated scanning and sent to DocSlide including user login detail as the filename. Job is then sent to Umango for OCR and returned to DocSlide where it is saved in a secure folder, encrypted, and the encrypted link is then sent to the user's email.



Scan from DocSlide User Portal: Electronic documents are uploaded from anywhere, even home offices via the DocSlide user portal using personalised scan templates. DocSlide then processes the documents and sends to Umango to conduct the OCR process, once completed they are sent back to DocSlide and then sent to the users email as an encrypted link as well as being made available to download from the user portal.

