

Digital Document Routing



GlobalScan Version 2

Streamlined Business Processes & Improved Productivity

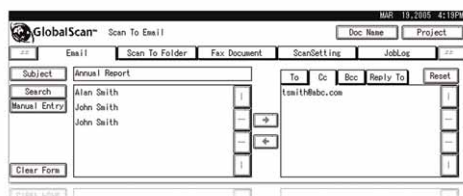


As major corporation, government agency or service provider, you deal with enormous quantities of documents from national and global locations. How do you go about managing this document load in an efficient way? With Ricoh's GlobalScan version 2, your every need is taken care of. This state-of-the-art solution scans documents and creates digital files for transmission via e-mail, the network, a fax server, your home directory, enterprise content management system... you name it. Implement this solution and a streamlined document workflow is yours!



State-of-the-art Scanning & Multiple Format Support

Digitise documents and your workflow is bound to benefit. Using GlobalScan Multifunctional Device software, you can turn your multifunctional product (MFP) into an efficient network scanner. The optional OCR plug-in even enables scanning to different file formats. Not only do you eliminate the cost of multiple desktop scanners, you obtain a complete document digitiser. Up to 250 MFPs can be connected using one server.



Turn your multifunctional product (MFP) into an efficient network scanner, using GlobalScan Multifunctional Device software.

Straightforward Integration

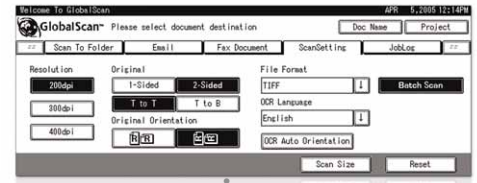
Through strategic partnerships with industry leaders, Ricoh's GlobalScan version 2 provides flexibility to large organisations already using industry proven document and content management systems. Optional plug-ins allow for effective integration into existing corporate enterprise and government accounts, while they provide an excellent growth path at the same time.

Multi-level Security

Documents and content management systems contain your company's most valuable asset: knowledge. To remain free from security threats such as data theft and unauthorised usage, GlobalScan version 2 comes with the latest Novell®, Windows® NT and LDAP authentication capabilities. To log in, you simply type your user name and password using the operation panel. All info sent to and from the system is encrypted for extra security and simple failover support is guaranteed using a secondary server.

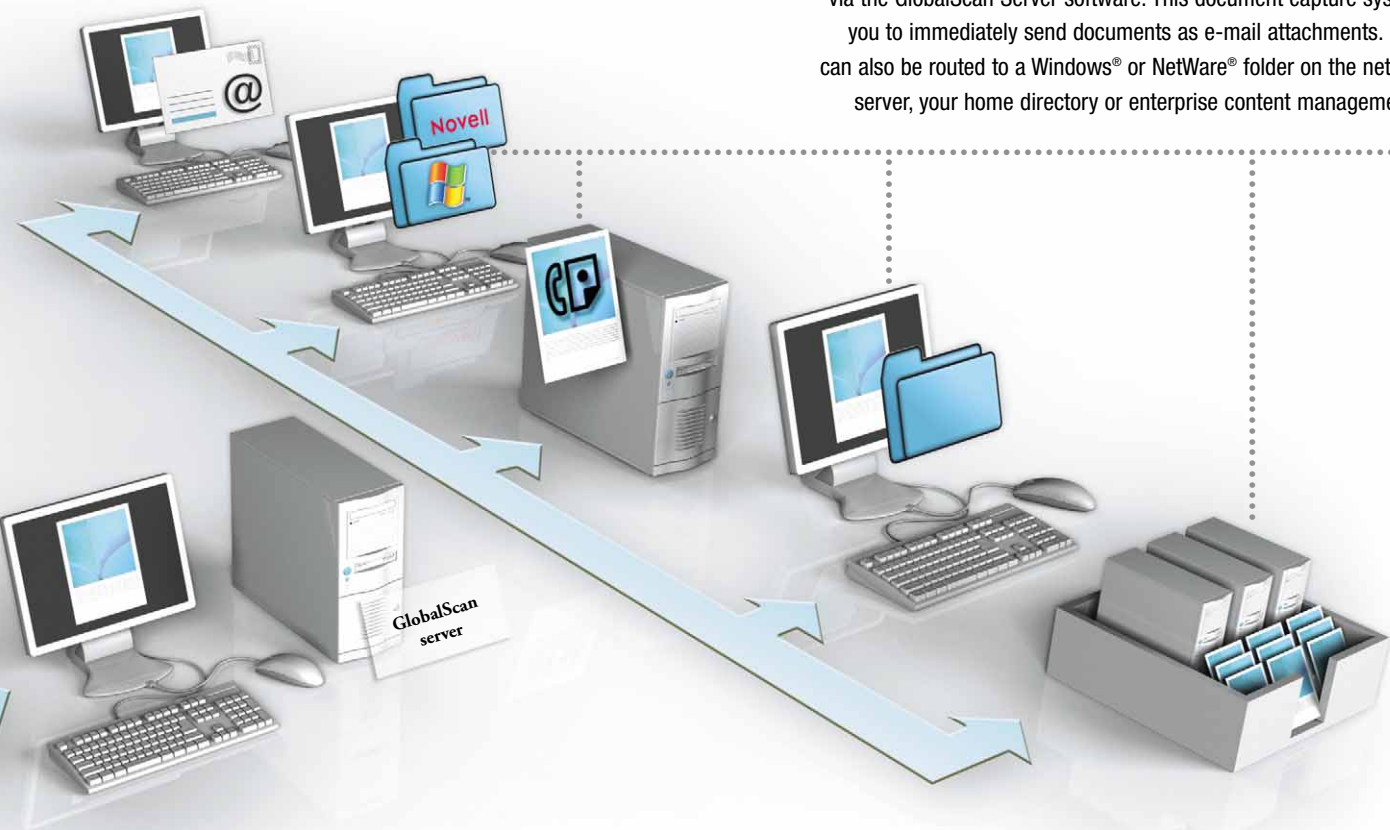
Easy Address Entry

No need to memorise or pre-register e-mail addresses before scanning to e-mail. Directly from the operation panel of your MFP, you can access your company's global e-mail address book through LDAP. An unlimited number of addresses is available and changes in the e-mail server are instantly reflected. Of course you can also manually enter any valid Internet e-mail address.



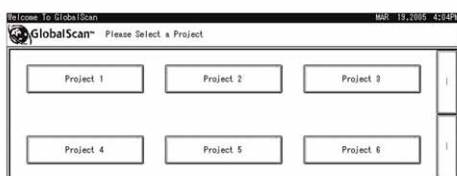
Electronic Document Distribution

Once your files are digitised, various distribution possibilities are available via the GlobalScan Server software. This document capture system allows you to immediately send documents as e-mail attachments. Documents can also be routed to a Windows® or NetWare® folder on the network, a fax server, your home directory or enterprise content management system.



Optimum Flexibility

GlobalScan version 2 gives proof of Ricoh's commitment to 'solutions that fit' and easily connects within your infrastructure through open standards. In addition, GlobalScan's Software Development Kit offers developers tools to customise your applications.



Easy Administration & Personalisation

Setting up GlobalScan version 2 is very straightforward. Administrators can enable or disable features on project level and project buttons can be defined per profile/MFP. Once this is done, extensive log files enable tracking of everything that happens. Administrators save time while users benefit from an easy workflow.



Specifications



GlobalScan Server

- Windows® 2000 and 2003 Servers
- IIS 5.0 with ADSI 2.5 and MSXML 3.0 Active X Controls, IE 6.0
- TCP/IP Network Access
- Access to Global Address Book via LDAP
- 1 to 100 MFP Server Support:
 - 1 GHz Processor
 - 1 GB RAM
 - 40 GB Hard Disk Drive
- 101 to 250 MFP Server Support:
 - 2 GHz Processor
 - 2 GB RAM
 - 40 GB Hard Disk Drive
- E-mail capability through one or more of the following:
 - Lotus Notes
 - Microsoft Exchange Groupwise
 - Any SMTP Server
- Up to 250 MFPs supported by one GlobalScan Server

MFP Requirements

- Network Interface Board (NIB) option
- Local Hard Disk Drive
- TCP/IP Network Access

Authentication Protocols Supported

- LDAP
- Windows® NT/2000/2003
- Novell® NDS

Protocols Supported

GlobalScan Server: TCP/IP
 HTTP/HTTPS
 LDAP
 SMTP, XML, ADSI

Multifunctional products: TCP/IP
 HTTP/HTTPS

File Formats Supported

Standard: Multi-page TIFF
 PDF Image
 Single-page TIFF
 JPEG (for colour images)

Optional: PDF Image Plus Text
 XLS (Microsoft® Excel)
 RTF (Microsoft® Word)
 PDF Text Only

Available Versions*

- 5/25/100/250 MFP version
- * The different versions include a server license and MFP licenses. A 5 MFP upgrade package is also available, containing 5 additional MFP licenses without server license.

Languages

- English, German, French, Italian, Spanish

Options

- RightFax Plug-in
- OCR Plug-in
- Failover

For supported models, please consult your local Ricoh supplier.



ISO9001: 2000 certified
 ISO14001 certified

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