



Brochure



# Solutions

## Capture & Creation

drive | image

- High performance, intelligent scanning software
- One-touch automated capture, processing and distribution
- Customisable tools for capturing and document workflow



Networking Documents.

**TOSHIBA**  
Leading Innovation >>>



# Intelligent scanning

Drive I Image is a powerful set of feature-rich, customisable tools for capturing and processing documents embedded in your Toshiba device. Personalised profiles offer one-touch automated capture, processing and distribution with full security. With the handling of this intelligent software, scanning is as easy as it can get!

## Reduced Costs

- Save time and money by processing documents faster
- Eliminate document shipping costs through distributed scanning
- Reduce hardcopy document storage costs
- Automate and standardise document naming

## Security

- Never lose an important document again!
- Control user access to workflows at your Toshiba Multifunction Product (MFP)
- Apply document level security and control
- Supports full digital rights management
- Facilitates regulatory compliance and corporate governance

## Power

- Build complex workflow processes in seconds
- Parallel processing allows for high volume document capture
- Works with all Toshiba e-BRIDGE devices (*e-BRIDGE 3 onwards*)
- Supports Single Sign-On (SSO) at your Toshiba MFP
- Scales with your business

## Productivity

- Accelerate the processing, filing and distribution of paper documents
- Automate the capture of key business data
- Eliminate error-prone manual data entry
- Find documents in seconds
- Create personalised workflow profiles

## Usability

- Simple and easy to use
- Embedded interface for Toshiba MFPs and network scanners
- One touch image capture and routing
- Quick 3-step workflow creation - Input / Processing / Output
- Install, configure and deploy in hours

## Connectivity

- Centralised administration allows simultaneous updates on all MFPs
- Bi-directional connectors to key business systems
- Send images directly to your document management system
- Integrate with your business applications and any Open Database Connectivity (ODBC) compliant database
- Link to your existing email and fax systems

Drive I Image can be customised to suit your business requirements with the following modules:



### Scanner Power Tools

- Image Cleaning and Bates Stamping
- Automatic filename generation and folder creation
- Create personalised multi-step scan profiles
- Convert images and add Metadata
- Active Directory & LDAP integration including SSO support



### Database Connector

- Integrate to any ODBC compliant database
- Automatic indexing using data pulled from a database
- Supports database look-ups from the MFP
- Link to back office Customer Relationship Management (CRM) and financial systems



### SharePoint Connector

- Bi-directional integration to Microsoft® SharePoint® Services
- Scan directly into existing filing structures
- Auto-generate new filing structures
- Automatically update index fields in SharePoint



### Exchange I Fax Connector

- Bi-directional integration into Microsoft® Exchange
- Access personal address books at the MFP
- Seamless output to multiple fax servers and services
- Email notifications



### OCR Module

- Automatically generate text searchable documents
- Convert images to PDF, Microsoft® Word, Excel, PowerPoint, CSV, TIFF and more
- Supports secure and encrypted PDFs, including PDF/A
- Automatically extract data elements using Zonal Optical Character recognition (OCR)
- Find any data on any document type with regular expressions



### Barcode Module

- Supports a wide range of 1D & 2D barcodes
- Use barcodes to automatically index documents
- Trigger workflows based on barcode content
- Supports multiple, simultaneous barcode identification



### Lotus Notes I Domino Connector

- Bi-directional integration to IBM® Lotus Notes® & Domino®
- Access Lotus Notes address books at the MFP
- Email scanned documents via Lotus Notes
- Access all sent items within Lotus Notes



### Digital Rights Management

- Control access to confidential documents
- Set permissions for viewing, editing, printing and copying
- Set preferences for email notifications
- Track content forwarded to internal & external recipients



## The Complete Drive Ecosystem



Drive offers you an innovative, award-winning ecosystem of software solutions and services that streamline and improve document intensive business processes.

Drive solutions help to optimise the entire document lifecycle, from image capture and processing, to document management and workflow, to print and output management and everything in between.

### SYSTEM REQUIREMENTS V5.0

#### SUPPORTED OPERATING SYSTEMS: MICROSOFT WINDOWS

- Server 2003 all editions, 32 bit (64 bit only on dedicated Drive | Image PC)
- Server 2008 all editions, 32 and 64 bit
- Windows 7, 32 and 64 bit, all editions except Home Edition
- XP Professional 32 and 64 bit

#### OTHER COMPONENTS

- Internet Information Server with enabled WWW services
- Microsoft .NET 3.5 Framework SP1
- Available storage space: at least 300 MB
- TCP/IP network protocol
- Internet connection (for software registration)

#### SUPPORTED SHAREPOINT SERVERS

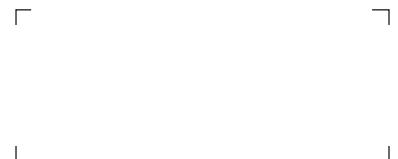
- Windows SharePoint Services 3.0 (WSS)
  - \* Microsoft Office SharePoint Server 2007/2010 MOSS Standard
  - \* Microsoft Office SharePoint Server 2007/2010 MOSS Enterprise
  - \* Microsoft SharePoint 2010
  - \* Microsoft SharePoint Foundation 2010

NB: No additional software must be installed on the SharePoint server. Http and Https are supported

#### SUPPORTED EMAIL SERVERS

- Microsoft Exchange 2003 (using WebDav)
- Microsoft Exchange 2007 (using WebDav or Exchange Web Services)
- Microsoft Exchange 2010 (using Exchange Web Services)
- Any SMTP compatible Email server (SSL is supported)
- Lotus Domino (for Drive | Image Version 4.4 and higher)

NB: No additional software or email client (like MAPI) must be installed on the Exchange Server. Http and Https are supported. Depending on the Exchange Server version, either WebDAV or Exchange Web Services must be enabled on the Exchange Server.



### TOSHIBA TEC UK IMAGING SYSTEMS LTD

ABBEEY CLOISTERS, ABBEY GREEN,  
CHERTSEY, SURREY KT16 8RB  
TEL. 01932 580100, FAX 01932 580101  
WWW.TOSHIBA.CO.UK/IMAGING

Follow us on [twitter](#) @ToshibaTEC\_UK

**TOSHIBA**  
Leading Innovation >>>