



imageRUNNER ADVANCE Solutions

DOCUMENT MANAGEMENT & DISTRIBUTION

Exceptional Document Collaboration



- Need better ways to organize, search for, send, and retrieve documents?
- Want improved collaborative processes that enable your team to create more effective documents?
- Wish your hard-copy documents could be easily integrated with your document management and archive systems?

ADVANCE to solutions that let users more easily access, share, and collaborate on documents.

Every day, business people work hard to create and distribute meaningful documents that will make an impact. But progress is often blocked or delayed by disorganized archives, inefficient processes, and software and devices that aren't as compatible as they could be.

Canon imageRUNNER ADVANCE solutions streamline these document-related activities and more by enabling users to find, assemble, and send more effective documents in less time.



Find and assemble documents from multiple sources more quickly.

Share and collaborate on documents more easily through the MFP user interface and your PC.

Manage versions of documents between collaborating team members with check-in/check-out capability and email notifications.

Store, access, and print commonly used forms directly through the user interface.



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Spending too much time searching for, managing, and distributing documents?

Most business users need to create impressive, persuasive documents with speed. But how can you find and combine data and document files while seamlessly collaborating with others?



We spend too much time and effort trying to find stored files.

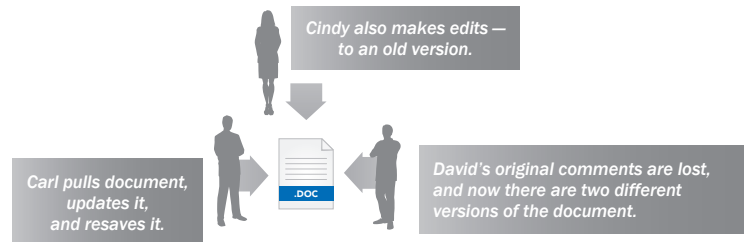
"Not everyone on my team has access to important documents in shared folders. It's frustrating."



Team members need to share documents so they can collaborate on projects.



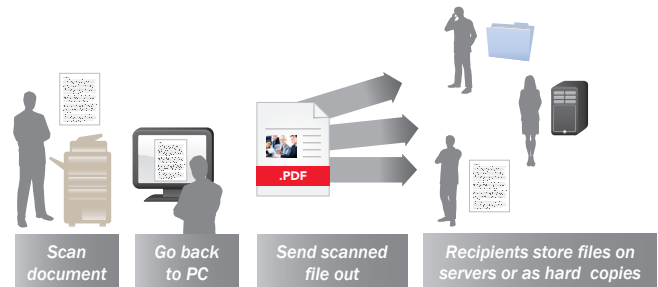
Manually indexing scanned documents is a time-consuming, error-prone process.



When several people need to edit one document, the process can become confusing for all.



We need a hard copy of a document stored as an electronic file at our headquarters.



Too many steps in current document workflow, each with potential for errors or delays.

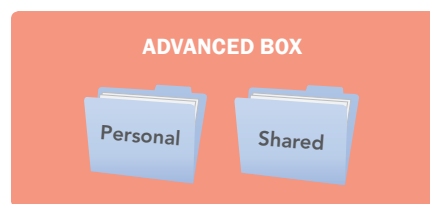
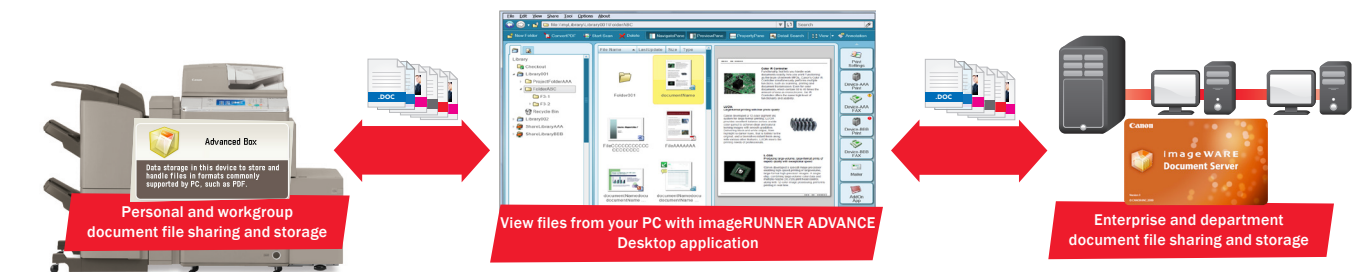
Implement One Solution for All Document Management and Distribution Needs

Canon imageRUNNER ADVANCE solutions let you more easily create and share documents. Now you can leverage one solution that comprehensively supports the entire document management and distribution process.



Access, Share, and Collaborate on Documents Like Never Before

Canon imageRUNNER ADVANCE Desktop provides a window to native and print-ready documents stored in Advanced Box. Advanced Box facilitates basic sharing on board the imageRUNNER ADVANCE device itself, and enterprise-level storage through imageWARE Document Server. From each personal desktop, users can gain powerful control over how they can access, create, view, edit, print, fax, store, and send documents at an imageRUNNER ADVANCE device or documents on their network.



Scan, Store, and Share

Through imageRUNNER ADVANCE Desktop, users have access to personal folders in Advanced Box or personal libraries in imageWARE Document Server. These personal folders can be password protected for individual or team confidentiality, and shared folders or libraries can be open for increased collaboration between all users.



Access and Send Documents Between imageRUNNER ADVANCE Devices

Increase document accessibility without a desktop PC. You can “pull and print” via your Advanced Box interface any print-ready document stored on another networked imageRUNNER ADVANCE device. Similarly, you can “push and store” — and even scan documents into one device, but store them on another.



Add One-Touch Buttons to Streamline Document Distribution

Canon Workflow Composer lets you easily combine multistep business processes into a single button set within an easily accessible Quick Menu screen on your imageRUNNER ADVANCE device.



Connect to Your Existing Business Applications

Canon offers embedded connectors to link your imageRUNNER ADVANCE device with back-end systems and servers, including Microsoft® SharePoint® and imageWARE Document Server. To facilitate document retrieval, the scanned document can be routed to a server with index data applied at the imageRUNNER ADVANCE device. This eliminates the extra step of applying the index information prior to storage.



Keep Straight Versions of Documents You Collaborate On

Document Server allows your team members to collaborate on shared documents within an organized workflow. Team members can manage document versions between themselves with check-in/check-out capability and email notifications.



Speed Processes with Automatic Notification

Never miss a beat with automatic notifications. For example, when a fax is routed to a personal folder – or another user places a file in a shared folder – imageRUNNER ADVANCE Desktop can automatically notify you of folder updates.

Featured in this Canon RUN solution:

- Canon imageRUNNER ADVANCE Models
- imageRUNNER ADVANCE Desktop
- imageWARE Document Server
- Advanced Box
- Workflow Composer
- Workflow Composer MEAP Connector

LET YOUR BUSINESS RUN



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