

# Civica Authority Integration



EzeScan has been providing advanced document imaging and capture solutions to its document management clients since 2002.

EzeScan delivers “out of the box” document and record management system integration via any TWAIN or ISIS scanner, or MFD (multi-function device) providing the fastest and most cost effective method to batch scan and process documents, forms and invoices directly into any of our supported EDRM systems.

One of the largest time wasters in the digitisation process is the manual re-keying of existing data already stored in existing information systems. EzeScan addresses this problem for Civica Authority customers by providing a seamless integration with the Civica Authority Registers.

When scanning documents with EzeScan, Civica Authority customers can browse Civica Authority Registers on the fly and automatically populate metadata fields before they are sent to the EDRMS.

For example; A council Records Officer processing incoming correspondence with EzeScan can seamlessly apply an ‘Author’ from the ‘Name and Address Register’, set a Parcel Number from the CIVICA Property module and then upload this as metadata along with the document into their EDRMS.

## Supported Civica Authority modules include:

- ✓ Property
- ✓ Rates
- ✓ Name and Address register
- ✓ Infringements
- ✓ Animals
- ✓ Applications and Registers
- ✓ Water Billing



scan

- Batch scanning
- Image enhancement
- Save scan job profiles
- Centralised and decentralised scanning solutions
- Digitisation standards compliant
- Support for any brand of scanner



capture

- Reduce manual data entry
  - digital filing
  - mailroom automation
  - forms processing
  - invoice processing
  - back scanning solutions
- Capture valuable data from your documents on the fly and streamline your document workflow



automate

- Automated batch scanning
- Automated image enhancement
- Automated data capture
- Automated document routing
- Automated Upload to
  - ECM
  - EDRMS
  - line of business applications
  - legacy databases
  - finance systems



integrate

- Native support for many leading EDRMS and ECM systems
- Validate and return metadata from your databases
- Integrated database lookups to eliminate manual data entry
- Integrate with legacy databases
- Move documents and data into your line of business systems and workflows



scan • capture • automate • integrate

# Civica Authority Integration

EzeScan solutions range from scan only workstations, index only workstations, basic manual data entry to highly automated forms processing systems, all without a per-page scan click charge.

Flexible licensing and deployment options are available for centralised and decentralised document scanning solutions.

## Modular design

### EzeScan DM Bundle for Civica Authority Integration

*The EzeScan DM Bundle includes the essential EzeScan modules required to batch scan, power index and upload to supported EDRMS. EzeScan DM Bundle includes EzeScan PRO + INDEX + UPLOAD + BARCODE.*

The EzeScan DM Bundle provides the scanning interface to scan, QA and process batches of documents. The power indexing capabilities guide the operator to input, capture and validate data, database lookup and upload both scanned documents and index data seamlessly into supported EDRMS at speeds previously unattainable. With this configuration you can type in an index value, choose a lookup list value, or capture index values from documents (using the inbuilt OCR module, or optional handwriting, tick box and invoice data capture modules) and then use them to populate respective fields in the supported EDRMS. You also have the choice to reuse fields automatically, or auto populate, saving considerable time not having to reselect the same values. This option provides the fastest and most effective method for profiling batches of documents. Select an EzeScan DM Bundle today, safe in the knowledge that you can add modules for optional data capture technologies at a later time.

## The EzeScan Advantage

EzeScan provides fast, cost effective business solutions including simplified back scanning, automation of invoice processing, forms data extraction, mailroom/correspondence automation and highly integrated EDRMS imaging. Compatible with all major scanners and with thousands of installations in Australasia, North America, EMEA and the UK, EzeScan is your ideal production batch capture solution.

## Who is Outback Imaging?

Outback Imaging is a research and development company specialising in document capture and business process automation. EzeScan is Outback Imaging's flagship document capture product suite. Our products enable clients to substantially reduce the cost of deploying data capture and information processing solutions for unstructured, semi structured, structured hardcopy and electronic documents including email.

*To request an evaluation copy of EzeScan or to see a product demonstration please contact your local EzeScan representative.*

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