

FAX INTEGRATION

HIGHLIGHTS

- Receive faxes into PaperWise automatically.
- Provides built-in documentation and archival of fax transactions.
- Instantly inserts faxes and routes to any PaperWise user or department queue.
- Inbound fax lines can be dedicated to specific workflows.
- Exceptional image quality with no degradation from scanning.
- Automatically send custom reports to thousands of recipients.
- Eliminate fax machines and consumables.

Fax technology remains one of the most widespread and universal forms of business information sharing. Accordingly, there is a growing demand for methods to efficiently handle and convert paper documents to electronic information. Handling faxes as digital files opens many avenues for more efficient information processing and data management.

PaperWise has partnered with Castelle to provide a robust solution for automatic processing of inbound faxes and provide an organized repository for high volumes of fax data.

Inbound: The FaxWise module is a processing engine that receives inbound faxes from Castelle FaxPress network fax appliances and imports them directly into PaperWise. Individual fax lines can be configured to monitor and route to the corresponding user or departmental queue.

Workflow: Faxes are automatically inserted into your PaperWise Document Management System and directed to the appropriate queue. Faxes are immediately available for real-time processing.

Annotation: Fax documents can be annotated to highlight important information, mask sensitive material before distribution, or accept notes. Annotations are applied in an overlay layer that can be viewed, hidden or permanently merged into the image.

Outbound: Users search and retrieve images, then select individual documents or pages to add to the

queue before sending as a single transmission using the FaxPress printer driver. PaperWise integrates with the Castelle fax server to process automated outbound faxing of daily reports. User-specific information can be faxed as scheduled events, supplying daily reports to thousands of customers without human intervention.

Compliance and Governance: S.E.C. regulations require documentation and version control of the inbound and outbound communications for all publicly traded companies. Let PaperWise automatically store your faxes and provide a secure and searchable reference repository for all corporate correspondence.

Minimum System Requirements

Server
• Intel® Pentium or compatible 1.0-gigahertz (GHz) or higher processor
• Microsoft Windows® NT4 – Windows 2003 Server
• 256 megabytes (MB) of RAM
• 100 MB Hard disk space
• CD-ROM drive
• VGA or higher-resolution monitor
• Castelle FaxPress Network Fax Server

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