

## Overview

Today's office environment, more and more people are using scanning features of their MFPs. Utilizing the current scanning feature offered by MFP, the user would need to manually activate the received images using viewing application. We offer automated way to receive and view images from any MFPs and networked scanning devices.

**OfficeCapture** for MFP is a capturing and viewing application designed as add-in software for Microsoft Office® application for any MFPs or networked scanning devices. OfficeCapture will enable the user to use Microsoft Office® as a base platform to view the images. By utilizing the most popular office/personal application as a platform, OfficeCapture for MFP will enhance the daily usage of Microsoft Office® product by offering powerful capturing option which includes OCR and document composition. Also, OfficeCapture offers the typical capturing application features such as scan to PC, scan to printer and scan to email. This unique application enable the user to view images/pictures and to apply them to Microsoft Office® files directly without leaving Microsoft Office® programs such as Word, Excel, PowerPoint and Outlook.

For Canon's imageRUNNER ADVANCE users, this application features "Quick Meun" wizard. Using this simple feature, the user will be able to create a scanning quick menu button on Canon's imageRUNNER ADVANCE.

### **With OfficeCapture, you can accomplish the following :**

- View the scanned images using Microsoft Office as main platform
- Two option of viewing document (On-Demand or Default application)
- Distribute the image via PC, printer and email.
- Copy the whole or partial images to Microsoft Office® file while working on Microsoft Office® file.
- Applying OCR to the whole or partial area of scanned images and copy to Microsoft Office® file.
- Effective way to scan to email by allowing the user to do scanning operation while composing an email.
- Support various OCR languages

## Features

“Four in One” solution	<ul style="list-style-type: none"><li>• Plug in application to Microsoft Office<sup>®</sup> Excel, Outlook, PowerPoint and Word</li></ul>
Simplest Capturing Application	<ul style="list-style-type: none"><li>• Scan to printer</li><li>• Scan to email</li></ul>
User Friendly Operations	<ul style="list-style-type: none"><li>• Provide simple yet effective features only</li><li>• Revolve around the main application (task) instead of trying to be the center of operation</li></ul>
OCR Feature	<ul style="list-style-type: none"><li>• Able to change OCR images into editable text</li><li>• Send the OCR result into file or specific object in Office<sup>®</sup> file</li><li>• Full OCR(singe page,selected page,whole document)</li></ul>
Supports various OCR languages	American, Chinese (Simplified), Chinese (Traditional), Dutch, English, German, Italian, Japanese, Korean, Portuguese, Russian, Spanish
Repurposing the hard contents	<ul style="list-style-type: none"><li>• Will be able to use whole or partial images into Microsoft Office<sup>®</sup> file</li><li>• Use the hard contents in electronic format</li><li>• Use only necessary contents</li></ul>
Scan to Email operation that makes sense	<ul style="list-style-type: none"><li>• The user will be able to scan a document while composing an email</li><li>• Will be able to scan and attach multiple number of files into one email</li></ul>
Device Integration	<ul style="list-style-type: none"><li>• "Quick Menu" button wizard for Canon's imageRUNNER ADVANCE</li><li>• Offers watch folder for any other MFPs or networked scanning devies</li></ul>

## Requirements

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The following lists the minimum level of operational system and requirements for **OfficeCapture** :

In order to install OfficeCapture, Microsoft Office® 2007 or 2010 or 2013 must be pre-installed.

A scanner must be connected in order to be able to use the scan features of OfficeCapture.

<b>Operation Structure</b>	Windows® 8 Windows® 7 Windows® XP 32bit (Service Pack3)
<b>Hard Disk</b>	<b>Minimum 320MB</b>
<b>Memory</b>	<b>1G or higher</b>
<b>Additionally required software</b>	Microsoft Office® 2007, 2010 and 2013 Microsoft .NET Framework® 4.0 Microsoft Visual C++® 2010 Redistributable Package (x86, x64) Microsoft VSTO® 2010 Runtime (x86, x64)