

# RICOH Smart Integration

Advanced Workflows  
powered by Content  
Parsing Engine (CPE)



## Eliminate tedious, labour-intensive procedures with fully automated workflows

### Automated document processes save time

Typically, scanned documents are converted to digital files and uploaded into a cloud storage — but good luck finding them later. RICOH Smart Integration automates how scanned documents are stored so you can seamlessly upload your documents to the right location, and in the right format and file name for easy retrieval.

### Accurate data extraction generates relevant metadata

You can automate scanning into a cloud account, but you need metadata that generates relevant descriptions for the document so it can be properly stored for easy retrieval. RICOH Smart Integration extracts necessary metadata automatically.

### Intelligent routing delivers content to storage

Manually naming and creating folders for scanned documents is time consuming and documents can be easily misclassified. RICOH Smart Integration automatically routes properly classified and named files with relevant metadata to SharePoint® Online, QuickBooks® and many other cloud accounts.

### Cloud-based Content Parsing Engine

Ricoh's proprietary technology includes an advanced Content Parsing Engine (CPE) that runs in the cloud to automate multiple document conversion steps — including optical character recognition, data extraction, document classification, adding metadata, file naming, file splitting and routing — all without any actions from your employees.

### Automate your process with RICOH Smart Integration Advanced Workflows package

- ✓ Includes Ricoh's Content Parsing Engine\*
- ✓ Automate processes for speed and efficiency
- ✓ Maximize SharePoint® Online and other cloud storage accounts
- ✓ Send documents with the push of a button
- ✓ Simplify mobile and guest printing

\* Usage volume tiers may apply

## Ricoh Smart Integration case studies

Ricoh customers are automating their document-related workflows with the RICOH Smart Integration Advanced Workflows package. Our innovative solution includes intelligent data capture and automated workflows that properly structure information and route it to your systems or cloud accounts. This can greatly reduce tedious and costly human interactions and speed up processes with better accuracy.

### Transportation business automates invoices

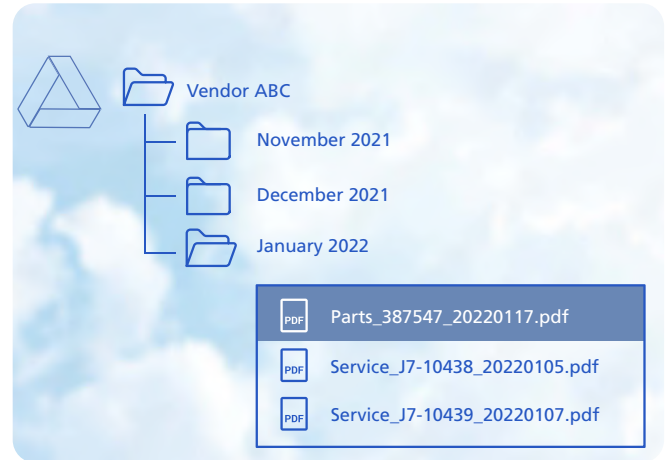
A trucking company with \$6M in annual revenue frequently deals with mixed documents, including invoices. With limited time to sort and organize files and folders, the company needed a solution to help staff batch process files.

#### How did Ricoh automate the process?

- Data capture with intelligent routing and naming
- Scan documents, separate the images, then process
- Extract invoice number, PO number, vendor name, & total gross amount
- Automated file naming, tagging and folder placement

#### Outcome

With batch processing for multi-page, mixed-type documents and automated file/folder organization, the company was able to free up more time to focus on the business.



### Manufacturing company automates delivery slip documents

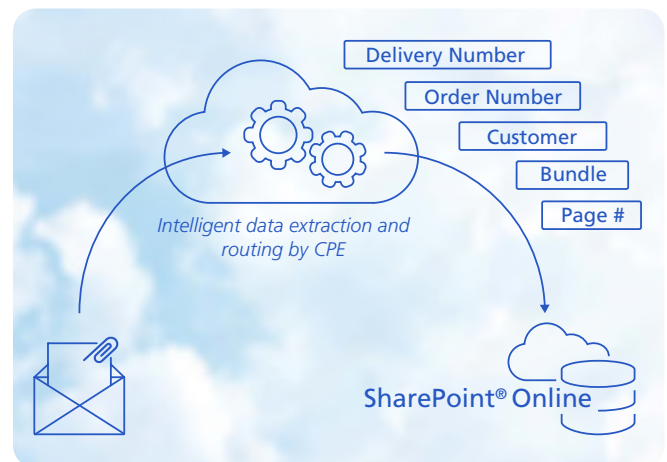
A manufacturing firm with 70 locations and \$270M in annual revenue relies on delivery slip documents for its operations. With five to six types of documents coming from each location, the firm needed a robust solution to extract and organize important data.

#### How did Ricoh automate the process?

- Scan documents to email and perform data extraction from delivery slips for proper structuring and retrieval
- Route captured variable data to configured metadata columns in SharePoint® Online
- Process 125,000 documents a month (1.5 million documents per year)

#### Outcome

The firm was able to reduce processing time by 30 - 50 per cent, resulting in a one-third reduction in staff workload. The firm has engaged Ricoh for ERP integration to further automate processes.



#### Get more from your Multifunction Printer

It's easy to get started: just add RICOH Smart Integration Advanced Workflows to your RICOH MFP and you'll be working smarter within minutes.

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