



# GlobalCapture<sup>®</sup> Convey

**Where Capture Automation Begins**

**Looking to quickly identify the critical information in your business documents?**

GlobalCapture Convey is built for organizations looking to introduce document capture automation and eliminate the inefficiency of daily paper-based business processes.

Convey captures, extracts and routes documents, converting valuable data into actionable information, allowing you to work with a greater level of intelligence.



## Increased Productivity

Using any standard scanner or multifunction printer, users can transform paper based activities into workflow enabled processes, while dramatically decreasing the cost and effort required for capturing documents.



## Cost Effective

Offering unique value through a concurrent licensing model that has absolutely no limitations on page count volumes, ensuring processes will never shut down unexpectedly.



## Scales to Your Needs

Convey is designed with the ability to evolve with the needs of your organization. You can add additional processor cores for higher volume environments or add features like email capture to increase the value of the solution.



## Seamless Integration

As a web-based platform, Convey acts as a universal point of entry for documents from all your devices, including production scanners or multifunction printers, to transform paper-based activities into workflow enabled processes.

### The Path to Increased Document Efficiency



#### Capture

Convey acts as a universal point of entry for documents from all your devices such as desktop scanners, multifunctional printers, and watched network directory



#### Convert

Convey transforms your files by converting scanned documents into text searchable PDFs, Microsoft Word and Microsoft Excel



#### Extract

Convey extracts information that can be shared with other applications through KeyFree Indexing, Barcode Recognition and optional Zonal OCR



#### Route

Convey routes extracted information from data and documents to a shared network location, automatically created folders, CSV or Microsoft SQL Server



#### Notify

Convey notifies users of newly arrived documents so that work can be completed quickly, more efficiently and without delay



#### Release

Convey sends your documents to a network share or to any ECM solution of your choice, including Microsoft SharePoint® and GlobalSearch®

## Upgrade to GlobalCapture Convey PLUS



#### All GlobalCapture Basic Functionality

Convey Plus builds off the core functionality included in Convey, such as all capture, conversion, extraction, routing, notification and release capabilities.



#### Positional OCR Extraction

For environments with consistently formatted documents, you can easily create templates for extracting data, based on its location within the document.



#### Document Classification

Increase the speed of template based data extraction by identifying documents being processed through predefined attributes and applying the correct template for data extraction and identification.



#### Rapid Adapt Forms Learning

Expand the flexibility of template based OCR processes with Rapid Adapt Forms, allowing users to easily train the system on the fly to accommodate new or modified documents for which there is no existing template.

**Improve the timeliness and availability of your business information.**  
**See GlobalCapture in action, schedule a demo today!**