



You've heard it said that we live in an electronic age, but paper still fills your desktop and overflows your file cabinets. You keep hardcopies of signed work orders, completed insurance papers, handwritten notes, checks and so on. Sometimes you even file them. But finding them again later means digging through drawers, folders and piles on your desk. The search is tedious and often unsuccessful. And if you do find the documents, sharing them usually involves copying, faxing or "snail mailing" them.

A desktop scanner can help solve your paper problem, but a real solution requires more than a piece of hardware. And most "out of the box" desktop scanning software isn't up to the task. What you need is a simple but professional-strength solution that lets you easily capture your paper documents in an electronic format, logically file them on your PC and easily retrieve them again later with just a few keystrokes.

Enter Capio. Designed for remote knowledge workers in large organizations and single users in small offices, Capio helps you better manage your work files by capturing and organizing paper documents as high-quality PDF files. Searching for your documents takes just seconds, and sharing them through e-mail is a breeze.



Capio uses VRS (VirtualReScan) – the de facto standard for scanning productivity – to guarantee the best image quality without rescanning or tinkering with settings.

Capio even gives you the ability to edit an image long after you scanned it. You can correct the brightness and contrast of an image, or clip out an area of an electronic document. All from a single screen.

Capio's clear, simple interface makes it one of the easiest desktop capture solutions on the market. It lets you decide the best way to manage your filing system. And it requires no technical expertise or IT assistance to install, set up and support.

So when a customer calls with questions about an invoice, or accounting asks for another copy of your expense report, or your boss needs that article about your main competitor - whatever paper document you need, you can find it and send it in seconds. And save yourself time and paper cuts.

Easy to use software. High quality images. No more digging through paper files. Built by the leader in information capture. What are you waiting for?



The Capio desktop lets you scan, file, retrieve, send, manage and archive documents from a single, easy to use screen. Easily manipulate pages and edit documents from the thumbnail view. With Capio, you will be up and scanning in just minutes.

Professional-strength document capture for desktop information management



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Benefits

- First professional-strength, desktop document capture and management solution
- True "out of the box" solution: simple to install, requires no configuration
- Built-in VRS produces perfect images every time
- Easy to use: scan, organize, file, retrieve and archive in just a few mouse clicks
- Flexible export options include PDF, multi- and single-page TIFF and JPEG formats
- Leverages the expertise of Kofax, the leader in information capture

Solve the Paper Problem

Managing paper takes time, money and space. You have to collect, organize and file the paper documents. When a question comes up, you have to go back to the file drawers to dig for the answer. Then you need to get that piece of paper to your customer. With Capiro, you can find the document in seconds and from your desktop. Looking for a work order? Do a quick electronic search. In seconds you'll see the matching documents. Select the correct one and print, fax or e-mail it. Your customer is happy with the speedy service and you can get back to your real job..

Leverage Professional Technology

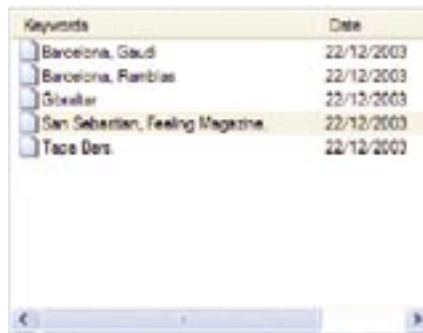
Remember how excited you were when you got a scanner? But then you used the included software and page after page came out crooked, or too light, or too dark. First you tried rescanning or manipulating the images, then you just gave up. The scanner was supposed to simplify document management, not create more work. That's why Capiro comes with built-in VRS, the industry standard technology used by the largest professional capture installations to ensure the best possible images right from the start. And if you still want to do some fine tuning, VRS lets you adjust images after scanning, eliminating rescanning entirely.

Enjoy True Ease-of-Use

Managing documents is not your job. It is just one of many additional tasks that make up a day's work. Capiro is perfect for you. It is designed to scan, file, retrieve, distribute and archive documents in as few steps as possible. Fewer steps means less time spent managing documents and more time spent attending to your real job. Its single screen is easy to navigate. Quickly scan a document, assign key words and store it. Even if you did incorrectly file a document, Capiro's easy search would find it in just seconds, something certainly not possible with a paper file. Need to share a file? No problem - e-mail it right from Capiro!!

For more information

Visit the Kofax web site at www.kofax.com for more information. Or give us a call for further assistance!



Keywords	Date
Barcelona, Gaudi	22/12/2003
Barcelona, Ramblas	22/12/2003
Girona	22/12/2003
San Sebastian, Feeling Magazine	22/12/2003
Taco Dars	22/12/2003



Easily set keywords for later document retrieval. Set up folders and scan documents into them in just a couple of mouse clicks.

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