

Document Imaging

SearchExpress Document Imaging software lets you use a scanner or digital copier to scan documents into your computer system and allows you to search and view your documents.

SearchExpress is proven document imaging software that is so easy to install and use that you can rapidly deploy it in one department, or across your entire enterprise, without costly on-site assistance. Most users are scanning and searching within one hour of receiving the product.

You can search by typing in a word or phrase. Also, you can search by highlighting a search word or phrase in your email, Microsoft Office, ERP, or other applications, and pressing a function key. This lets you search and view your documents directly from any software application.

SearchExpress Document Imaging software is hardware independent. You can use the scanners and digital copiers of your choice, procured from your favorite hardware vendors or manufacturers.

SearchExpress Document Imaging software lets you scan, OCR, index, search and protect documents, and optionally route the documents to different departments or individuals.

Indexing is the optional assignment of fields, such as document type, date, and customer name.

You can automatically index documents using barcodes, Zone OCR, or reading the fields from other computer applications.

Also, you can key the index fields, keying the data either during scanning, after scanning, or before scanning.

Document Imaging is now very affordable!

You can store twenty-million scanned pages on a \$250 one terabyte hard drive. That's 8,000 pages a day for ten years.

Good scanners are now also affordable. You can get a 25 page-per-minute (PPM) scanner for less than \$1,000, and a 60 PPM scanner for less than \$2,000.

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In addition to document management, SearchExpress also provides business process management by letting you define a multiple-step workflow to route documents to different user's "inbaskets" for processing.

The documents can be automatically routed based on content, e.g., the vendor name or ship-to address on invoices can automatically determine to whom the invoice is routed for approval.

For example, all invoices could be scanned at headquarters, and invoices with a ship-to address of Denver Colorado could be routed to Sierra Lewis, the manager of the Denver branch office, for her approval via the Internet.

You can scan documents both over your LAN (local-area-network) and over the Internet, with our Distributed Imaging module. You can also view, check-in and check-out Word and other digital documents over the Internet.

You do not need to scan documents that are in Microsoft Word, email, PDF, HTML, video or other digital format. SearchExpress Document Imaging software automatically indexes these documents.

For the document database, you can use our own SearchExpress search engine or you can use Microsoft SQL.

Executive Technologies, Inc. has been developing the SearchExpress family of affordable high-performance document imaging and document and content management software since 1984, and can use this experience to you manage your documents.

Document Imaging is now very affordable!

SearchExpress is so easy to install and use that most of our clients are scanning and searching in no time without expensive on-site installation or training.

We always offer SearchExpress with a 30 day money-back guarantee.