

# RICOH Smart Integration

Advanced Workflows  
powered by Content  
Parsing Engine (CPE)



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

### Automated document processes save staff time

Typically, scanned documents are converted to digital files and uploaded to cloud storage — but good luck finding them later. Manually organizing and naming files to upload is slow and costly. RICOH Smart Integration automates how scanned documents are stored for easy retrieval.

### Accurate data extraction generates needed metadata

You can automate scanning into a cloud account, but that's only one piece. The difference maker is the metadata that describes the document so it can be stored properly and later retrieved. RICOH Smart Integration extracts necessary metadata automatically.

### Intelligent routing delivers content to storage

Manually naming scanned documents and creating folders takes too long, and it's easy for documents to be mis-classified. RICOH Smart Integration automatically routes properly classified, properly named files with 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 by staff.

### Need to automate your processes?

Get the Smart Integration Advanced Workflow Package.

- ✓ Includes Ricoh's Content Parsing Engine\*
- ✓ Automate processes for speed and efficiency
- ✓ Maximize SharePoint® Online and 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. The magic happens because of intelligent data capture — including automatic actions 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

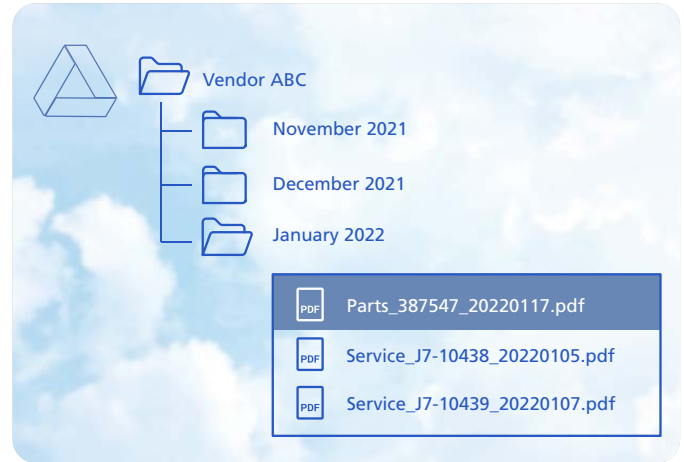
A Midwest based trucking company with \$6M in annual revenue frequently deals with mixed documents, including invoices. With limited time to sort and organize files and folders, the company needed a solution to help staff batch process files.

#### How did Ricoh automate the process?

- Data capture with intelligent routing and naming
- Scan documents, separate the images, then process
- Extract invoice no., PO number, vendor name, total gross
- 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

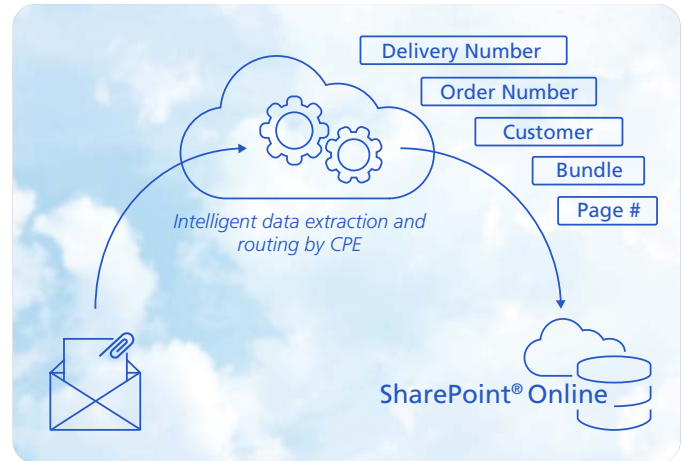
A manufacturing firm with 70 locations and \$270M in annual revenue relies on delivery slip documents for its operations. With 5-6 types of documents coming from each location, the firm needed a robust solution to extract and organize important data.

#### 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 (1.5M docs/year)

#### Outcome

The firm was able to reduce processing time by 30-50%, resulting in a 1/3 reduction in staff workload. The firm has engaged Ricoh for ERP integration to further automate processes.



#### Get more from your Multifunction Printer/Copier

It's easy to get started: just add RICOH Smart Integration Advanced Workflows to your RICOH MFP.

Contact your Ricoh sales representative to ask a question, get a quote or learn about FREE trial opportunities or visit [ricoh-usa.com/smart-integration-workflows](http://ricoh-usa.com/smart-integration-workflows)

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