

# DigiDocFlow®



## *Browse & Print*

### Experience the simplicity of browsing & printing

DigiDocFlow brings the power of scanning simplicity to everyone. DigiDocFlow offers you the possibility to create a digital archive by scanning directly from your Ricoh Family Group multifunctional device. In just three simple steps, your document is scanned and intelligently stored within your network. Simply place the document on your multifunctional device and select a predefined workflow, by pressing the hot button of your choice. The document will be scanned and stored in the correct location, as a text searchable PDF file. Retrieve the scanned document within seconds, by doing a simple key word or phrase search.

Besides scanning and storing documents directly in the correct repository, DigiDocFlow also offers the possibility to browse for a document and print it directly from the display of the MFP. This can either be a PDF, JPG or TIFF file. DigiDocFlow makes it possible to browse for any print ready file that is stored in a Windows file structure, Microsoft SharePoint, Open Text LiveLink or eDocs. No need to search for documents on your PC, start a printing task and walk up to the MFP to collect your documents, DigiDocFlow's browse & print option makes it incredibly easy. With DigiDocFlow's browse & print functionality you can save time and increase efficiency.



### Easy printing

With DigiDocFlow, print ready documents are shown on the display on the MFP and can be printed instantly.

### Example scenario

A doctor's assistant needs to print a standard form, such as an admittance form, but doesn't have immediate access to a PC. Now he/she can simply log on to a connected MFP, browse through the company archive and print the form without any hassle.

### DigiDocFlow – Experience simplicity

Benefits browse & print:

- Browse for documents stored in Windows file structures, Microsoft SharePoint, Open Text LiveLink or eDocs
- Print ready files can instantly be printed from the display of the multifunctional
- Optimize efficiency and productivity

DigiDocFlow®



# Browsing and printing with DigiDocFlow

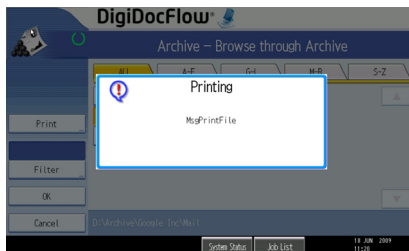
DigiDocFlow offers you the possibility to print files directly from an MFP, without the need to use a PC. Simply browse for a document using the DigiDocFlow interface, select the document you would like to print and DigiDocFlow ensures that the document is sent to the printer. DigiDocFlow allows you to browse real time through a Windows file structure, Microsoft SharePoint, Open Text LiveLink or eDocs to search for documents. All available print ready files such as PDF, JPG and TIFF files are shown on the display of the MFP, making it easy to select and print the needed document.



Walk up to the MFP and click on the hot button to browse the company archive, Microsoft SharePoint, Open Text LiveLink or eDocs. Simply browse for the folder where the needed document is stored.



DigiDocFlow displays a list of the available print ready files, such as all PDF, JPG and TIFF files. Select the file you want to print and press the print button, using the DigiDocFlow interface.



The document is instantly sent to the printer.

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