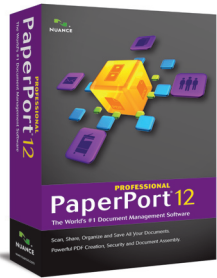


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DATASHEET

PaperPort® Professional 12



Information drives today's businesses. When customers or colleagues call with a question, you need to have the right information at your fingertips. You can't afford to waste time

searching through stacks of paper or trying to remember where you saved a file. What if you could turn your paper documents into searchable PDFs, store them all in one place, and organize, access, merge, and share them directly from your computer desktop?

That's what PaperPort Professional 12, the world's #1 desktop document management software, is all about. PaperPort is powerful, green, and remarkably easy to use. Working with Microsoft® Windows®, PaperPort makes it simple to scan or convert documents of every kind – paper, photos, forms, electronic files, and more – into accurate and searchable industry standard PDFs. It lets you visually organize and manage documents. Find information instantly. Assemble custom PDF documents with ease. Even share documents securely.

Take office organization to a whole new level. PaperPort empowers you to boost staff productivity, cut costs, and improve customer service for bottom-line results. How's that for a competitive advantage?

Get Better Organized For Less

Tired of wasting time and money tracking down information? PaperPort is the cost effective way to get all your documents in one place so you can find what you need when you need it. Visually manage more than 150 document types and photo formats. Control folders with customized directories and colors. Attach folder notes and automatically add that information to files as you scan them. Even create multiple folders at once by importing a list of folder names from a text file.

Eliminate Paper with Superior Scanning

It's never been faster or easier to free yourself from the inefficiencies of paper. Scan everything to PDF using any popular scanning device – even multifunction printers. Get perfect scans on your desktop with the push of a button. Or scan directly to the included PDF Viewer or specific applications like email, Microsoft Word, Microsoft Excel, Microsoft SharePoint and more. PaperPort is so smart it will straighten, crop, rotate, and enhance your documents automatically to improve document quality. And you can take advantage of PaperPort's ImageViewer to further enhance documents or even images within any PDF document.

Professional Features

- Advanced PDF Creation & Security
- Super Compressed Scanned Color Documents
- Professional Scanning Interface
- Unlimited Scanner Profiles
- MFP Scanning and Document Routing
- Split Desktop and Workspace Bookmarks

Speed Document Access and Collaboration

Get work done with unprecedented speed. PaperPort includes an advanced PDF Viewer that lets you view, edit, and share PDFs like never before. It's the perfect replacement for the free Adobe® Reader®. Open PDF files quickly. Add notes, lines, and dynamic stamps for fast, effective collaboration. And use transparent stamps to add your scanned signature to documents. With PaperPort, the number or size of files won't slow you down. You can jump from file to file without delay. Even email super-compressed scanned color PDF documents without worrying about file size limitations.

The Power of PaperPort

Increase Productivity

Includes everything you need for easy, effective document management. An advanced tabbed ribbon interface logically groups features with clear text descriptions so there's no learning curve. A "Scan Now" button lets you scan documents with a single click.

Reduce Waste, Conserve Energy

Scan, convert, organize, repurpose, and share PDF documents across the enterprise. End your reliance on printing, faxing, and mailing.

Create Perfect Fillable Forms

The FormTyper® feature converts scanned paper forms into electronic forms you can fill out, save, and send via email. And transparent stamps are ideal for adding scanned signatures.

Protect Sensitive Documents

Safeguard confidential information and ensure compliance with government regulations regarding document security. PaperPort's advanced PDF security features, like passwords and encryption, let you control who can access specific documents.

Capture Information on the Go

No scanner nearby? No problem. Just take a picture of the document with your digital camera. Plus, you can easily convert pictures of documents to usable text.

Works with any desktop scanner

PaperPort makes any all-in-one printer, mobile scanner, or desktop scanner work better, faster and more easily.

Easily Route Documents from MFPs

Get the most out of your investment in networked multifunction printers/copiers. Move mountains of paper to any desktop PC using PaperPort's advanced DesktopDelivery feature.

Manage Documents Across the Network

Scan documents directly to SharePoint for enterprise-wide sharing and archival. Check SharePoint documents in and out from the PaperPort desktop for seamless content and process management.



FIND INFORMATION INSTANTLY

Create searchable PDF files while scanning from any device, including multifunction printers. Supports Windows® and Google® desktop search tools.



Find Information in an Instant

Spend less time searching and more time finding. With PaperPort, you can create searchable PDFs from any scanned paper document. PaperPort utilizes the world's most accurate Optical Character Recognition (OCR) technology to ensure that all PDF image content is searchable. What's more, PaperPort lets you enter keywords or phrases into Windows® or Google® Desktop Search to quickly locate a specific file on your computer or shared network.

Simplify Document Assembly

Take the hassle out of document assembly. PaperPort's unique split desktop design displays individual page thumbnails alongside document thumbnails. Drag and drop entire documents within another document or selectively move individual pages from one PDF document to another. You can even combine scans and photos with word processing, spreadsheet and presentation files for automatic conversion to PDF format. No more toggling back and forth among multiple documents. Just drag and drop ... and voila. It's just like stacking real paper.

System Requirements

To install and run PaperPort 12, your Windows-compatible PC must meet or exceed the following requirements:

- A computer with an Intel® Pentium® or newer processor.
- Microsoft® Windows XP SP3 or above, Windows Vista® SP2 or above, Windows 7.
- Microsoft Internet Explorer 6.0 or above.
- 512 MB of memory (RAM), 1GB recommended.
- 500 MB of free hard disk space for application files plus 20 MB working space during installation.
- SVGA monitor with 256 colors, but preferably 16-bit color (called Medium

Color in XP and Vista) and at least 800 x 600 pixel resolutions.

- Windows-compatible pointing device.
- CD-ROM drive for installation.
- Web connection (with IE 6.0 or above) for activation and web update.

Note: Performance and speed will be enhanced if your computer's processor, memory and available disk space exceed minimum requirements.

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