

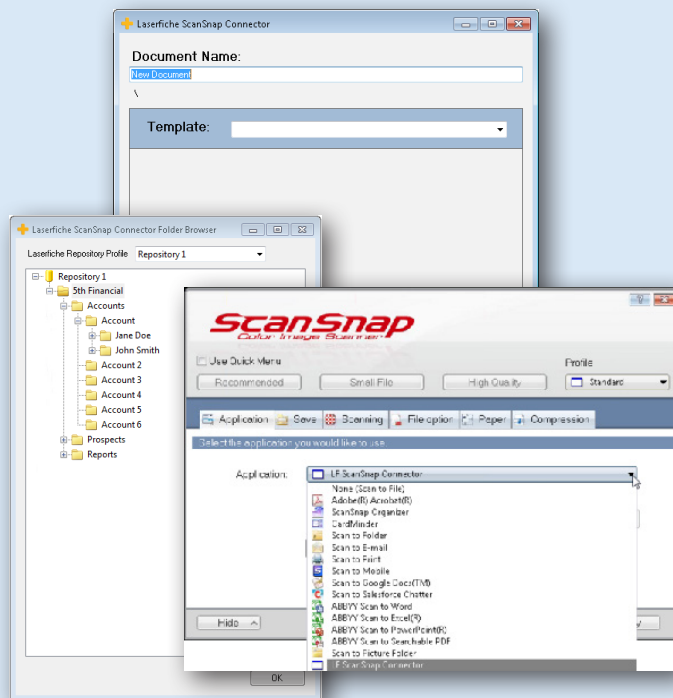
ScanSnap Integration for Laserfiche®

Cities Digital's integration for ScanSnap allows users to automatically import scans from a Fujitsu ScanSnap scanner directly into folders within Laserfiche®. Once the integration has been configured, if any Laserfiche® folder is open when using ScanSnap to scan a document, the scanned document will automatically be imported to that opened folder.

If a Laserfiche® folder is not open when scanning via ScanSnap, the integration will prompt the user to select a folder from a Laserfiche® repository where the scanned documents should be imported. After selecting a folder, the user will be able to apply appropriate metadata to the document.

The ScanSnap Connector for Laserfiche® from Cities Digital provides the following features:

- **Automatic importing of scanned documents from ScanSnap into any currently opened Laserfiche® folder.**
- **Automatic importing of ScanSnap into Laserfiche® to any selected folder if one is not open when imported.**
- **Allows metadata to be applied to scanned documents prior to importing.**



The ScanSnap integration for Laserfiche® simplifies the scanning and importing process allowing users to stay organized. Especially if used to simplify scanning of common document types such as contracts, invoices, etc. - organizations can intuitively ensure documents are archived correctly during the scanning process.

ScanSnap® & LASERFICHE®