Kofax Express

A modern all-in-one application for scanning batches, making document archiving a breeze for small and medium-sized businesses.

POWERFUL INFORMATION CAPTURE

Kofax Express™ assists businesses in managing the inflow of information by turning stacks of paper into electronically usable data that can be stored and archived. With this powerful package, documents can be quickly scanned, indexed, and exported.

Simple for beginners, flexible enough for experts – Kofax Express automates the indexing and tagging of documents, thereby reducing the time and complexity of archiving information. Data captured using Kofax Express can be transmitted to more than 100 different backend systems such as Microsoft® SharePoint®, ECM, BPM, archives, and data storage systems.

Kofax Express streamlined design makes it easy for anyone to scan, organize and store documents, at speeds that make short work of batches big and small. And to make sure your scans look perfect, Kofax Express fully integrates VRS, Kofax's popular image enhancement program. Easy enough for beginners, powerful enough for pros; let Kofax show you the new Express route to scanning.

SCALABLE AND EXPANDABLE

Kofax Express offers the option to add additional workstations for indexing, recognition, and export. With this flexibility, customers can enhance the performance of their system with additional stations.

INTUITIVE AND USER-FRIENDLY INTERFACE

The software's user interface was deliberately designed to resemble the familiar look of Microsoft Office 2007 applications.

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The ability to execute commands with a single mouse click speeds up acceptance and boosts productivity.

HIGHEST IMAGE QUALITY

The innovative SmoothView™ technology allows for simultaneous editing of multiple document images. Document images can be searched, replaced, gathered, enlarged, reduced, split, rotated, swapped, arranged, and placed in ways that wouldn't be possible with paper documents. With the use of Kofax VRS Elite™ (patented image perfection software), the images look better than the original documents without requiring any pre-processing of the documents.

A user-friendly interface that requires minimal training ensures faster adoption and greater productivity gains.

INTEGRATION WITH SHAREPOINT AND OTHER SYSTEMS

Due to its tight integration with Microsoft SharePoint, Kofax Express can index, classify, and transfer documents and data to SharePoint for easy and quick access. For custom or extended export, an export API is also available.
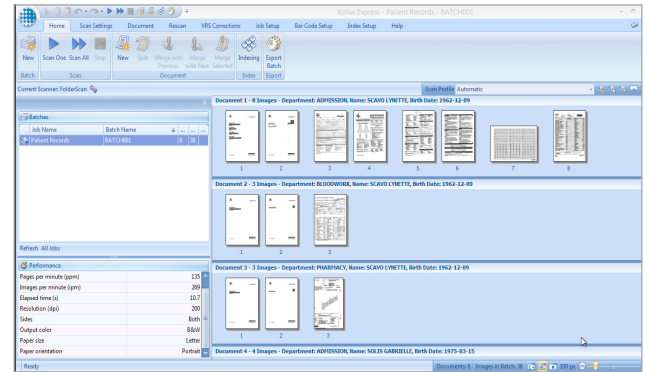
DATA AND FIELD RECOGNITION

Kofax Express automatically extracts data from documents – using OCR (Optical Character Recognition) for texts and ICR (Intelligent Character Recognition) for handwritten content. Barcodes are automatically extracted and the data is transferred to index fields. This automatic data recognition speeds up document indexing and increases accuracy. Index field data is also automatically extracted. Users can "train" Kofax Express to locate the index key data in a document.

The program then automatically remembers their position and accordingly extracts data from future documents. In this way, the processing time for documents is reduced and indexing is significantly simplified.

BARCODE FEATURES

Kofax Express's advanced barcode system can read the most commonly used 1D and 2D barcodes, even when they are obscured by stamps, handwritten entries, or coffee stains. Scanning in color further enhances accuracy, ensuring that barcodes are decoded flawlessly even at low resolutions (100 or 150 dpi). Kofax Express recognizes barcodes anywhere on a page, even if they are at an angle.

RUBBER BAND-OCR

Kofax Express users can now index documents simply by selecting text with the mouse. Kofax Express automatically transfers the information highlighted by the user into the index fields. The number of keystrokes is reduced, and document indexing becomes even faster.

WATCHED FOLDER

Kofax Express processes images (TIFF, BMP, JPEG, and PDF) that are placed in a monitored (or watched) folder as if they were coming from a scanner. This feature allows Kofax Express to also process images from MFPs, fax machines, or simply stored images. Thus, the user has a single interface for all images from any source.

SEARCHABLE PDFS

The PDF search function augments images with machine-readable text, enabling users to effortlessly and precisely search for information within PDF documents.

IMAGE COMPRESSION

Through image compression, images are captured with fresh and clear colors but are sent as small files equivalent in size to black and white images. This makes subsequent processing faster and more efficient.

BACKGROUND EXPORT

Searchable PDFs and image compression are complemented by background export. While these file types are being processed in the background, the employee can continue productive scanning in the foreground. Background export is also useful for large standard PDF or TIFF exports.

VALIDATION SCRIPTS AND DATABASE SEARCH

Using VB.NET, administrators can create validation scripts to enforce business rules, simultaneously search multiple databases, or validate data entered into a field.

POINT-AND-CLICK RESCAN

If a page was scanned with a folded corner, a sticky note was forgotten to be removed, or a double-feed wasn't detected, rescanning is necessary. In such cases, the "Point-and-Click" rescan feature improves the process by inserting the document to be rescanned at the correct spot in the batch without the need to rescan the entire stack.

FLEXIBLE DOCUMENT SEPARATION

Kofax Express can automatically separate groups of documents, eliminating the need to scan them individually. Simply fill the auto-feed tray (ADF) to its limit. Kofax Express then uses patch codes, barcodes, or blank pages to automatically separate the batch into individual document groups. Kofax Express processes documents faster than ever by keeping the scanner constantly running and taking care of the separation itself.

POST-PROCESSING WITH VRS CORRECTIONS

When Kofax Express encounters a document of such poor quality that it cannot be converted into a readable format, it doesn't halt the scanner to wait for an error correction. Instead, the VRS-Corrections function flags the image for later inspection and correction by the scanner operator, without the need for rescanning the document. Kofax Express retains enough information from the original so that the image can be manually corrected after the scanning process is finished. The scanner can continue working uninterrupted.

VISUAL UNDO HISTORY

Anyone who works on a computer appreciates the 'Undo' feature. However, if you've undone too many steps, it's easy to lose track of where you originally started: what was reversed and what can be safely redone. In Kofax Express, there's a 'Visual Undo History' feature that displays the sequence of actions taken and undone for each image.

For more information, visit kofax.com

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