OptimiDoc

OptimiDoc Cloud

print and digitalisation services

OptimiDoc Cloud is a solution to the growing demand for cloud document digitalisation and print management. It makes work easier, saves time and reduces costs for individuals or offices with the large infrastructure.

Functions for Smart Devices

These functions enhance and simplify the use of a print environment same as applications in smartphones.

Latest features

Automatic cloud updates allow you to take advantage of the latest features instantly.

Scalable Architecture

Customers can quickly adjust the scale of the print environment to suit their business needs.

Concentrate on Business, Not IT

On-line printing and digitalisation services guarantee that employees can give their full attention to their own work.

No Hidden Costs

The customer has a clear idea of the monthly costs for all printing services used.

Sustainability

Less printing and more digitalised documents aid sustainability.

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Access rights and security

Device authentication

- Card, PIN, single sigh-on with 3rd party authentication applications
- Card assignment by PIN

Print management

Access rights

- By department/group

Print job management

- Select print jobs
- Delete print jobs
- Print all / selected jobs
- Force black and white / duplex printing

Finishing options

- Color, duplex, number of copies, punching, stapling

Supported storage

- OneDrive Business / Personal, Microsoft SharePoint 365, Google Drive, DropBox, FTP / sFTP / FTPs, Local / Virtual print spooler

Supported print formats

- Microsoft Word, Microsoft Excel, Microsoft PowerPoint, HTML, PDF, TIF, JPG, PNG, TXT, RTF

Document capture

Access rights

- By department / group

Setting scan parameters

- Color, resolution, duplex, paper size, orientation, job assembly

Scanning metadata

- Text, number, yes / no, list, date, time

Scanning to

- TIF, JPG, PDF, searchable PDF, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, RTF, TXT,

Document quality enhancements

- Document alignment and smoothing
- Blank page removal
- Punch holes removal
- Black borders removal

Barcode extraction

- Support for more than 60 1D and 2D types codes
- Bar code filtering by regular expression
- Deleting a barcode page

Separating documents

- Barcode
- Blank page
- Predefined number of pages

Saving documents to

- Email, OneDrive Business / Personal, Microsoft SharePoint 365, Google Drive, DropBox, FTP, sFTP, FTPs

Reporting

Monitored operations

- Prints, copies, scans

Print / copy / scan information

- Number of pages, format, number of sheets, price

List of jobs / operations

- Provided information - name, user, department, device, time, type, operation, detailing
- Supported filters - date from / to, user, department, task name, device

Standard reports

- Report by user, department, device, location
- Supported filters - from / to dates, user, department, device, location
- Provided information - name, user, department, device, time, type, operation, detail

Export functionality

- Supported formats - XLS, CSV
- Supported filters - from/to dates

User management

Internal user database

- Synchronization with Active Directory, Azure Active directory
- CSV user import