

Government

Government institutions are required to reduce their reliance on paper and to employ reliable and efficient data-storage technology. Every day, government employees struggle with high volumes of registration forms, applications, certifications and other official documentation. Often, additional staff is needed to manage sorting, filing, storage and retrieval of relevant documents. These documents are saved for several years and archived in warehouses taking up large amounts of space. Misfiling can result in time spent searching for lost records.

Who:

- Local, State and Federal
- Court Houses
- Police Departments
- DMV
- IRS

Challenges:

- Security of personal data
- Human error in filing and data entry can result in lost records
- Duplication of records
- Large storage space requirements
- Disparate records management systems
- Time consuming records retrieval

Document Types:

- Historical Records
- Birth, Marriage, Death Certificates
- DMV Files
- Passports
- Immigration / Visa Applications
- Investigation Records
- Case Files
- Tax Documents

Recommended Fujitsu Scanners:

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|-------------|-------------|
| • SS iX1500 | • fi-7280 |
| • fi-7140 | • fi-7700 |
| • fi-7240 | • fi-7600 |
| • fi-7160 | • fi-7300NX |
| • fi-7260 | • N7100 |
| • fi-7180 | • fi-7800 |
| • fi-800R | • fi-7900 |

By scanning paper documents into a digital PDF format, government offices can remain compliant with "Reduce the Footprint" laws. Additionally, finding records will be as easy as a simple Windows style lookup and enables sharing of records quickly and easily. Going digital will also help reduce the number of filing cabinets, opening up office space for other purposes. By automating processes that were once manual, scanning can reduce human errors and ensure compliance by digitizing documents, then saving and storing them through a secure electronic process.

FUJITSU #1 Leader in Document Imaging

Fujitsu document scanners are the #1 leading scanners in the market. That's because they are made from high-quality materials and designed for user efficiencies. Fujitsu fi Series scanners feature fast scanning speeds, smooth scan operator features, with minimal down time.

Scanner Features

- **Scans mixed batches** of paper of different sizes and weight. No need to pre-sort documents
- **Intelligent Multi-Feed Function** allows easy manual bypass for sticky notes, taped receipts, and labels that can slow down batch scanning
- **Ultrasonic Double Feed Detection** identifies sheets stuck together so you don't miss an image
- **Intelligent Sonic Paper Protection** "listens" to paper flowing through reducing misfeeds due to staples or other occurrences
- **Skew Reduction** significantly improves feeding performance and ensures that your whole document gets accurately captured from edge to edge
- **Super-fast** USB 3.0 interface



In-Box Software Features

PaperStream IP (PSIP) is a TWAIN/ISIS[®]-compliant driver and PaperStream Capture Pro

- **Advanced Image Cleanup** corrects the toughest documents, including colored and decorated backgrounds, to improve OCR and reduce rescans
- **Assisted Scanning** lets you choose the best image cleanup through visual selection
- **Blank Page Detection** removes blank pages automatically
- **Front and Back Merge** places two sides of a page into one convenient image
- **Ready-to-Go Profiles** or customize your own
- **Easy to Learn** user-friendly interface
- **Document Separation** features reduces paper prep time
- **Index and Sorting** to name files and route to your destination of choice
- **Convert** to searchable PDF, auto file and folder naming, document and batch separation, OCR and index meta data
- **Scanner Central Admin (SCA)** to remotely manage your entire fi Series fleet



Digital Transformation for Government