Take the Complexity Out of Your Mailroom

So many business processes begin at the mailroom. The faster you can capture information from mailed documents, the sooner you can start impressing your customers and realizing revenues. But the mailroom can slow your business down:

Here's how Alaris IN2 Ecosystem information capture solutions take the complexity out of mailroom automation.

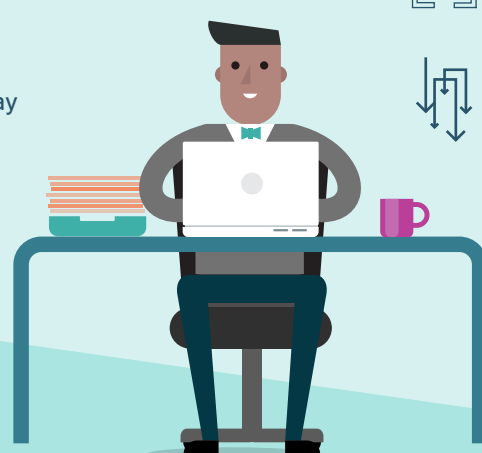- Distributing all that paper mail is labor-intensive and costly
- Lack of timely information can delay business processes
- Advanced capture quickly makes accurate information available
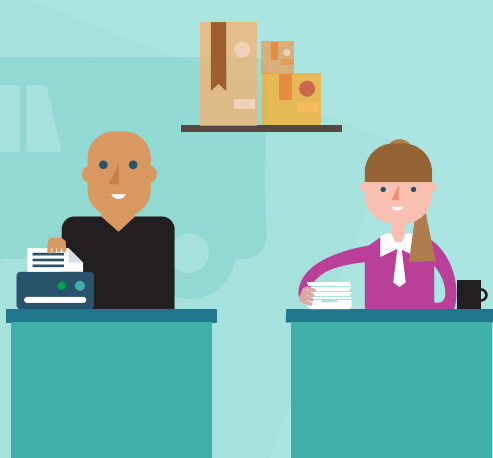- Digitizing documents lowers paper handling costs

Think of your mailroom...

Sorting documents, dealing with slow or jammed scanners, quality checking, and rework all delay your business processes. And then there are the costs of handling all that paper. Solutions that are part of the Alaris IN2 Ecosystem streamlines the work, lowers costs, and gets accurate information into your business processes faster.

1 Document Preparation

Intelligent scanning reduces the time and labor of prepping mail for information capture

- **Intelligent Job Select** lets you configure job settings using patch sheets, saving time on job setup

2 Document Processing

Fast, reliable capture solutions let you process more records faster, with fewer people
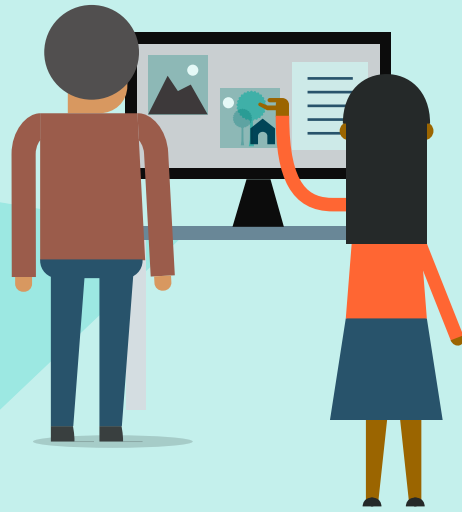
- **Fast, reliable scanners** handle a wide range of documents and paper sizes, all at high quality and resolution
- **Intelligent Document Protection with Metal Detection** stop jams before they happen and prevents damage to original documents
- **Capture solutions** work in tandem with fast scanners to accurately extract metadata and securely send for further processing

3 Quality Assurance

QA team finds fewer errors and spends less time on rework

- **Alaris Perfect Page** enhances images for accurate information capture
- **Intelligent Quality Control** detects poor quality images and dynamically adjusts thresholds to produce better images, reducing rework

4 Business Processes

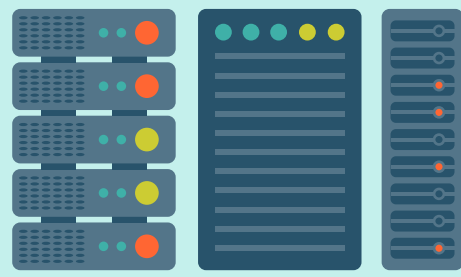Business processes run faster, delighting customers and improving staff productivity

- **Accurate information capture** minimizes delays and errors
- **Digital signature** guarantees that a document isn't altered after approval

5 Data Center

IT benefits from smart scanning features that reduce network load and storage needs without losing information or image quality

- **Intelligent scanning** creates the best quality image for accurate data capture while creating the smallest possible file size
- **Solutions in the Alaris IN2 Ecosystem** asynchronously loads captured images to servers when network is available, keeping processes moving and helping balance network loads

6 Document Storage and Disposal

Post-scan sorting lowers paper-handling costs, and digitizing old records lowers storage costs

- **Production scanners** with sorting capabilities can sort patch sheets, checks, multifeeds, and barcoded pages as they are scanned, saving post-scan labor and time

Alaris Services

Alaris Services keep solutions up and running at all locations.

Alaris IN2 Ecosystem takes the complexity out of mailroom automation, lowering costs and improving access to accurate, complete information.
Find out more at www.alarisin2.com

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