

# SMARTsend Pro

Customers with Xerox multifunction printers enabled by EIP can easily scan and store hard copy information, such as expense forms or patient records, into a document repository, including Xerox DocuShare®, Microsoft SharePoint® and Windows folders.

## Customer Scenario

SMARTsend Pro can help workers in any office easily scan and store information into a document archive for later retrieval.

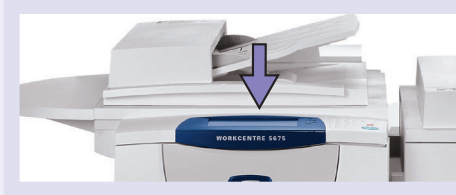
### How SMARTsend Pro helps in schools

A new student needs to register for the upcoming school year. The school district takes the student's personal information and scans it at the multifunction system. The admissions office saves the information with the student's name and stores it in a document archive for later use.

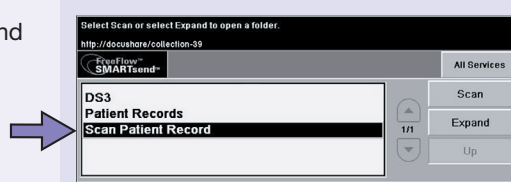
### How SMARTsend Pro helps in health care

A new patient walks into a doctor's office and completes a new patient's form. The receptionist takes the form and using SMARTsend Pro, the receptionist can securely scan the information at the MFP. Before saving the form, the receptionist adds the patient's name or ID and then stores it in a folder containing medical records.

- 1 At your multifunction printer touch screen, select the Scan to Repository icon. This icon can be customized to meet your company's needs. For instance, this icon can be changed to Scan to DocuShare.



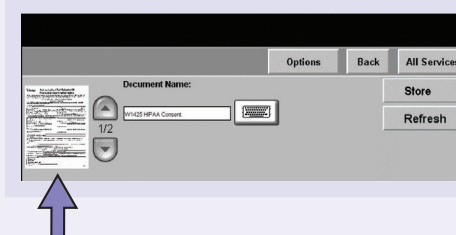
- 2 Look through your online folders and archives and select the destination for your document.



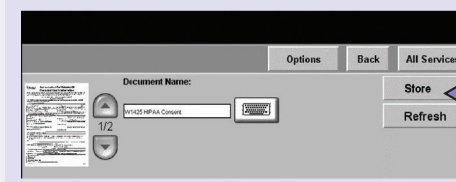
- 3 And then touch the Scan icon.



- 4 A thumbnail view of the document will appear on the screen, giving you visual confirmation that your information was scanned correctly. You may change the names of your documents by using the keyboard on the touch screen.



- 5 Select the Store button to complete the process. You're done! You may choose to print a confirmation report that verifies job status.



# SMARTsend Pro

Xerox customers with EIP-enabled multifunction systems can use their devices to easily browse for online information and print it. Get access to information stored in a document repository, including Xerox DocuShare, Microsoft SharePoint, and Windows folders, without using a computer, and print it on demand—all from your Xerox multifunction system.

## Customer Scenario

SMARTsend Pro, along with Xerox EIP-enabled multifunction systems can help workers in any office easily find and retrieve information stored in a document archive.

### How SMARTsend Pro helps all offices

A person enters a local business wanting to apply for a job. The office manager goes to the multifunction printer and looks through an online database of information. After finding the job application form, the document can be easily printed.

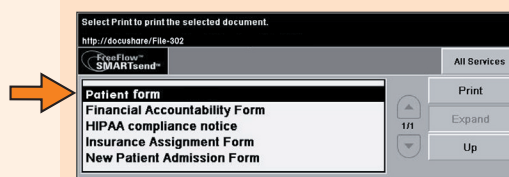
### How SMARTsend Pro helps retail offices

A branch of a national retailer wants to provide customers with brochures for some of its best-selling products. However, the store doesn't want to order large quantities of these collaterals, since the product inventory changes constantly. Store employees can simply select brochures from a repository and print only the materials they need, just when they need them.

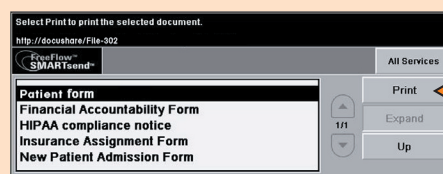
**1** At your multifunction printer touch screen, select the Print from Repository icon. Next select the folder or archive containing the document that you want to print.



**2** Select the desired document.



**3** Simply touch the Print icon. Your Xerox multifunction system does the rest. It will find and print the desired document.



For added security, IT managers can control access to online information by requiring users to log into the multifunction system.

Current SMARTsend Pro customers can download the features for free at [www.xerox.com/smartsend](http://www.xerox.com/smartsend)

For more information about XEROX EIP, visit [www.xerox.com/eipinfo](http://www.xerox.com/eipinfo)

Call today. For more information, call **1-800-ASK-XEROX**.  
Or visit us at [www.xerox.com/office](http://www.xerox.com/office)