

## Connect to Toshiba Version 2

ProductInfo



## Turn your Toshiba MFP into a portal to DocuWare

With DocuWare and a Toshiba MFP, busy offices and workgroups can adopt a truly digital workflow—and communicate more efficiently. Leverage your company's investment by extending your MFP's capabilities from the control panel to the desktop—making it easier than ever to get the job done.

Designed to facilitate document distribution and storage, DocuWare module Connect to Toshiba V2 enables companies to organize and efficiently manage the flow of information, both internally and externally, anywhere you have an MFP.

Archive and index documents as you scan

- Save time at the MFP with personalized scanning.
- Route documents anywhere with the push of a button. Scan to a basket in Web Client, for example, to stamp documents before archiving them.
- Easily create and assemble PDF documents.
- Send files directly to your computer in the fewest possible steps.

Step up to the Toshiba MFP, open DocuWare, and the touch screen panel changes to reveal personal scanning destinations and indexing options. Press the scan button and documents are delivered quickly, in the right format, conveniently and securely to your DocuWare system.

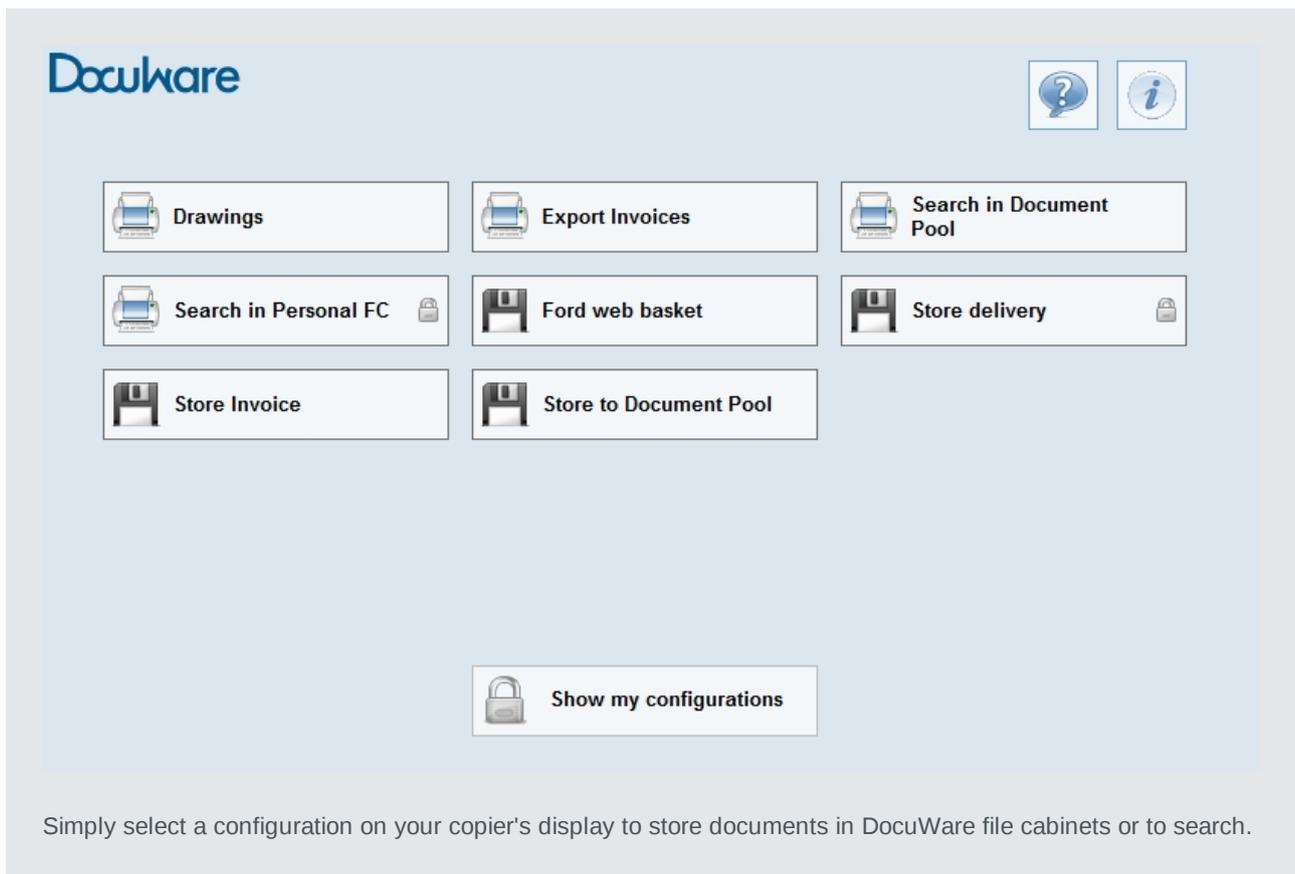
Easily customize the Toshiba MFP to view your DocuWare file cabinets, even baskets in the Web Client, as scanning destinations.

### Benefits

- **Optimized processes**  
Seamless and fast integration of your Toshiba MFP and DocuWare.
- **Easier work**  
Index and archive documents in a single step as you scan.
- **Practical work**  
Search, select and print archived documents on the MFP.
- **Flexible**  
Capture, retrieve and print documents at remote locations without the need of a PC or any other device.

## The Start Dialog on the Copier

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# Select and print archived documents on the MFP

- Find your stored documents directly on the copier's panel and print them quickly and easily to take with you. On the way to a meeting you may remember that you didn't get the minutes from the previous meeting. You can search for the minutes, which have been archived in DocuWare, directly on the MFP and print them out.

## Search using Term Hierarchy

The screenshot shows a search interface with a sidebar on the left containing 'Home', 'Folder', 'Settings', and 'Scan'. The main area displays a hierarchical folder structure under the heading 'Flying Tom Deutschland KG / Thomas Rain /'. The structure is as follows:

Flying Tom Deutschland KG	Rapid Transport
Peters Engineering US	Robinson's Refuge
Flying Tom US	Storage Experts Inc.
Peters Engineering	Robinson's Refuge US
Phone Wizard	US-Steel

ESC	q	w	e	r	t	y	u	i	o	p	ü
←	a	s	d	f	g	h	j	k	l	ö	ä
.?123	\$%&	z	x	c	v	b	n	m	↶	Back	
↑	Space					⌫	←	→	Continue		

The entries of index terms of previously archived documents are listed hierarchically, as in a folder structure. By selecting an index folder, you transfer the search term to DocuWare.

## Storing with an Input Field for Index Terms

Please enter the index entries for the document to be scanned

Search similar index set

Home  
Indexing  
Settings  
Scan

Company: Brandl Office |

Contact: |

Doc.-Type: |

Start date: | + -

End date: | + -

Cancellation notice: |

Amount: |

Status: |

Next User: |

ESC	q	w	e	r	t	y	u	i	o	p	ü
↔	a	s	d	f	g	h	j	k	l	ö	ä
.?123	\$%&	z	x	c	v	b	n	m	↶	Cancel	
⬆	Space					⌫	↶	↷	Continue		

There are two options for indexing a document: You can apply the entries from an existing document or fill in the fields separately using the soft keyboard or the select lists.

## Documents are immediately available, anywhere there is an MFP

- Customizable workflows allow you to combine options, destinations, and formats into a single step on the Toshiba MFP.

Connect to Toshiba V2 will enable you to improve your workflows and process tasks more quickly. For example, you can benefit from combining Connect to Toshiba and DocuWare task lists.

Imagine you are working in a haulage firm where the drivers always need their respective delivery notes in paper form. Using predefined task lists, each driver can quickly and easily print out his required documents directly on the MFP.

## System Requirements

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On the DocuWare side

- DocuWare 6 installation
- Can be used with all DocuWare Server Editions: BUSINESS, PROFESSIONAL and ENTERPRISE
- DocuWare client license, one per machine.

Supported Toshiba MFPs

- e-STUDIO256SE/306SE/356SE/ 456SE
- e-STUDIO556SE/656SE/756SE/ 856SE
- e-STUDIO2040C/2540C/3040C/ 3540C/4540C
- e-STUDIO5540C/6540C/6550C
- e-STUDIO2040CSE/2540CSE/3040CSE/3540CSE/4540CSE
- e-STUDIO5540CSE/6540CSE/6550CSE
- e-STUDIO256SE/306SE/356SE/456SE/506SE
- e-STUDIO556SE/656SE/756SE/856SE
- e-STUDIO2051C/2551C
- e-STUDIO2050C/2550C
- e-STUDIO2040CSE/2540CSE/3040CSE/3540CSE/4540CSE
- e-STUDIO5540CSE/6540CSE/6550CSE



This document can also be found here:

<http://pub.docuware.com/en/connect-to-toshiba-version-2>

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