**PRODUCT SUMMARY**

**Kofax Front Office Server**

Kofax Front Office Server™ extends capture processing capabilities to customer-facing employees working in any environment using devices like multifunction peripherals (MFPs), network scanners, smartphones or tablets. By simply dropping documents into a feeder or taking a picture, they can initiate transactions, workflows and capture processes at the earliest point of contact.

With the press of a button, Kofax Front Office Server captures documents from any location, applies the business rules specific to that document, and routes the document to Kofax Capture™ for final review and processing. By enabling distributed employees to quickly, securely and intuitively capture documents from common office equipment and mobile devices, your organization can initiate critical business processes and take control of information as soon as it becomes available. This dramatically reduces or eliminates the need for document preparation and manual data entry by employees whose time should be invested in collaborating with internal and external stakeholders.

Kofax Front Office Server extends the following capabilities to knowledge workers in highly-distributed work environments:

- A consistent user experience across distributed devices, including MFPs, network and desktop scanners, web browsers and mobile devices (via Kofax Mobile Capture™).
- Direct integration with Kofax Capture and Kofax Transformation™ for automatically classifying and separating documents, extracting data, converting to PDF and sending to ECM/ERP systems, business processes or line of business applications.
- Personalized user interfaces with a simple, secure and highly accurate method for quickly capturing documents with consistent business rules and controls.

**The Flexibility and Power for Information Intensive Processes**

Users can process documents via the touch screen of select digital copiers/MFPs or at their PC with the Kofax Front Office Server Web Client—an easy to use, browser-based application. The thin-client provides a number of valuable document editing features, including:

- Separation
- Combine/Merge
- Redaction
- Delete Pages
- PDF Export
- Submit to Kofax Capture process
- Submit to email, file or repository

Unlike document editing applications that require local installation on a local PC, the Front Office Server Web Client is hosted on the server and available through a standard web browser.
Support for Mixed MFP Fleets

Many enterprises deploy more than one brand of MFP across their operations. Kofax Front Office Server integrates with the top ten brands of workgroup laser MFPs (including more than 340 device models), ensuring a consistent user experience, streamlined administration and deployment. Currently supported brands include:
- Canon
- Fujitsu (network scanners)
- HP
- Lanier
- Lexmark
- Konica Minolta
- Kyocera
- Ricoh
- Savin
- Xerox

Integration with Kofax Capture for Advanced Document Processing

Kofax Front Office Server is tightly integrated with the market leading Kofax Capture for advanced document processing options. Kofax Capture provides data extraction options like OCR, ICR and OMR, and includes the ability to read barcodes. Kofax Capture also connects to over 100 ECM platforms, workflow systems and line of business applications.

Centralized Command and Control

The centralized Administration Console in Kofax Front Office Server is also a thin client application that gives administrators the ability to automatically discover input devices and back-end destinations, remotely check the status of input devices and set up user profiles and control user privileges. This minimizes the need to send out a technician for system installation or maintenance, reducing the deployment and ongoing management costs.

Full Productivity in the Toughest Network Environments

For enterprises with remote locations where bandwidth is limited or highly variable, the Front Office Server Web Client now supports offline operation. The offline capability provides the full web client functionality and automatically synchronizes when network connections are restored.

Real-time Performance Monitoring

Kofax Front Office Server integrates with Kofax Monitor™ to provide service level metrics, historical performance data and the real-time processing status to answer to common service-level questions, including:
- Is the Kofax Capture platform (servers, clients, related applications, databases) available?
- Is the MFP fleet running and is the connected Kofax Front Office Server server available to capture documents from MFPs?
- Are documents being processed? If not, which specific batches are stopped at the server and in which work process? Are batches remaining in the capture system beyond the expected time frames? Are task levels exceeding normal processing expectations?
- Is the system meeting its processing goals? What adjustments are needed to meet service level agreements (SLAs)?
- What has been the system’s performance and availability? How is it performing at distributed locations?

Leverage Your Existing IT Resources to Automate Document Driven Processes

Kofax Front Office Server can capture documents from existing IT equipment and minimizes the need to invest in new technology to deploy a front office capture solution. Support for directory services like Active Directory addresses security concerns and eases configuration and deployment, providing a single, unified chain of custody from the point of origination.

Personalized Interfaces Simplify Tasks, Reduce Worker Stress and Drive Productivity

A unique user experience can be personalized based on the activities users perform most and enhanced with database look-ups and drop-down lists to improve speed and accuracy. These options make document capture accessible to virtually any knowledge worker so they can focus on the business process they manage instead of figuring out how to use a document capture solution or undergoing detailed training.
Single-Vendor Solution

Kofax Front Office Server and Kofax Capture provide a single vendor solution for document capture and routing processes within an enterprise. Whether the need is to extend a current capture processes to the front panel of an MFP, enable and control the send-to-email/fax/folder functionality, or provide the ability to scan and process documents from a web browser, Lexmark provides a proven, single-vendor offering.

Discover more about Kofax Front Office Server at kofax.com