

# eCopy OnSite

## Get the most from your eCopy Solution

### About eCopy OnSite

The features and benefits of eCopy products can have a dramatic impact on your company's bottom line, so let eCopy get you up to speed. Get your staff up and running and take advantage of all the eCopy products have to offer. Using eCopy with your digital copier you can:

- Integrate the information found on paper documents with your electronic workflows using custom "Scan to" buttons
- Use an eCopy Connector to dynamically import specific data into your enterprise applications
- Eliminate standalone fax machines and the costs associated with their use (maintenance, toner, and the risk of sending and receiving unsecured documents)
- Dramatically reduce the costs of overnight delivery, send all your overnight letters instantly and securely from your copier



*eCopy ShareScan Screen Shot*

eCopy OnSite personnel are experts in document handling and can provide a variety of product related services, including:

- eCopy ScanStation™ installation
- eCopy ScanStation configuration
- eCopy ShareScan® Services Manager installation
- eCopy ShareScan Services Manager configuration
- eCopy PaperWorks™ installation
- eCopy PaperWorks configuration
- eCopy Connector implementation
- eCopy Quick Connect™ custom configuration and implementation
- eCopy PaperWorks training
- eCopy ScanStation Administration training
- eCopy ShareScan Administration training
- Best practices review with IT staff
- Training for IT staff

## Guidelines & Considerations

- eCopy OnSite engagements are booked and billed on whole-day increments.
- Pricing includes travel and expenses incurred by one eCopy person.
- Service availability is dependent upon eCopy.
- Providing any of the eCopy ShareScan related services assumes a PC system is available for each eCopy ShareScan Services Manager and the configuration of the PCs meets minimum specification requirements.
- Prior to purchasing, the eCopy OnSite Statement of Work document must be completed, signed, and approved by the appropriate parties.

It is important to properly scope the services to be provided for an eCopy OnSite engagement. Work with your eCopy Sales Team to determine the number of days of eCopy OnSite services needed. It may be less than you think!

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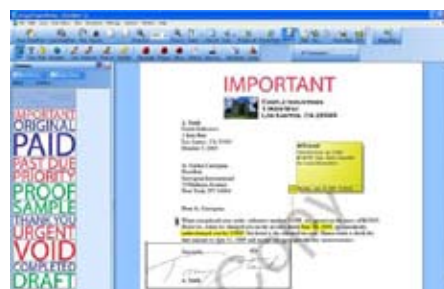
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*eCopy ShareScan for Canon MEAP  
Screen Shot*



*eCopy PaperWorks Screen Shot*

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