

DbScanner for Microsoft NAV

What is it used for?

The DbScanner client for Invoice Automation for Microsoft NAV provides the following functionality:

- Scan barcoded transactional paper documents
- Import from disk transactional images or Scan non barcoded transactional paper documents
- Scan / import and pass images to the DbCapture system for OCR processing

Images are stored in the native Invoice Automation database termed DbArchive, when exported they are visible directly from within Microsoft NAV on the same Page as the transaction, from the Vendor / Customer Pages or in isolation outside of Microsoft NAV in a dedicated web-enabled viewer.

How do I use it?

Load the DbScanner client and log in once you have been added as a user.

You have access to 2 types of 'profiles', global and local. The global profiles list all the out the box capability in Invoice Automation for Microsoft NAV, a local profile is one you import as a user for day to day processing.

These profiles contain the document types for Invoice Automation you can import your images into, or the profiles for DbCapture and OCR processing.

EDM

- Print a barcode from the Microsoft NAV screen and affix it to the paper copy. Click the profile associated with that transaction and when scanned, the barcode is read and all the index information is found.

OR

- If there's no barcode, click the profile associated with that transaction and when scanned, enter the Microsoft NAV number to which it relates in the number field, click the lookup button and all the index information is found.

DbCapture NONPOP Invoices

- Click the one click button for the NONPOP profile, pick your Microsoft NAV company for the batch and scan them in.

DbCapture POP Invoices

- Click the one click button for the POP profile, pick your Microsoft NAV company for the batch and scan them in.