



## DbScanner for EDM for Sage X3 by V1

### What is it used for?

The DbScanner client for Sage X3 by V1 Release 12.1 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 EDM database termed DbArchive, when exported they are visible directly from within Sage X3 on the same screen as the transaction, from the BP screen or in isolation outside of Sage X3 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 Release 12.1, a local profile is one you import as a user for day to day processing.

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

#### EDM

- Print a barcode from the Sage X3 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 Sage X3 transaction number to which it relates in the number field, click the lookup button and all the index information is found.

#### PIA

- Click the profile associated with the type of Invoice to be scanned, pick your Sage X3 Folder / Endpoint for the batch, and enter the optional Site / Type / Transaction type.

#### SOA

- Click the profile associated with Sales Orders for OCR, pick your Sage X3 Folder / Endpoint for the batch, and enter the optional Site / Type / Transaction origin.

### What else is new for Release 12.1?

Thanks to the feedback from customers and partners, Release 12.1 also includes as standard:

- ALL document types listed in the DbScanner Global Profile list client can now be used to attach images to your Sage X3 transactions (6 more than R11.1)
- All tables now include fields for Company, Site and Type

