

## SAP Imaging Turnkey Solution

Using SAP Content Server and Kofax Ascent Capture

### The Situation

Your SAP R/3 system is the backbone of your Enterprise; however, it is still necessary to keep and maintain costly paper documents. The obvious answer to this is a Document Management System (DMS). A typical DMS has four main components:

- A scanner to capture the incoming paper documents
- Document Management Software to manage storage and retrieval of documents
- A physical storage device for long term storage, also known as the Content Server
- The configuration for a successful business solutions

### Challenges

While all of these different components are required for a successful DMS implementation, finding a single “best of class” vendor to provide all of them can be a challenge. Procuring and implementing these separate components from multiple vendors can be a very time consuming and expensive proposition since you face:

- multiple vendor relationships - multiple sales representatives with different agendas
- multiple contracts and Terms and Conditions for your legal department
- multiple support methods
- wasted time during the procurement process
- lack of true ownership and responsibility

### Opportunity

The business challenge is to find a single vendor meets all of the needs for a Document Management *Solution*.

### The Solution

***A single vendor that would handle all of the required components of a DMS.*** This vendor would be a true business partner, acting as a single point of contact for your scanners, content management software, business solutions and storage hardware requirements. This relationship would streamline the procurement, implementation, and support process while providing the best possible solution, using top-of-the-line hardware and software from various vendors.

#### **One partner that does it all – Verbella CMG, LLC**

By using Verbella CMG as your primary solution provider, you will take advantage of our existing premier reseller agreements with various partners including but not limited to **Kofax®, TopCall® Fujitsu® and Kodak®**. Verbella CMG is also well known for our vast experience implementing SAP R/3 imaging and business solutions in the US and Canada and has very strong exiting relationships with **IXOS®, EMC® and OnBase®**.

### How can Verbella CMG help you?

- Scanners from leading manufacturers such as Fujitsu®, Kodak®, Bell & Howell®, and Canon®, plus expert assistance with your scanner selections
- Installation of your scanner and scanning software such as Kofax® Ascent Capture
- OCR (Optical Character Recognition) software implementation (Kofax®)
- Assessment of your functional and technical R/3 environment for imaging
- On-site installation of the SAP Content Server software
- Configuration of SAP ArchiveLink™

**What we deliver?**

- Implementation, integration, and project management expertise to ensure a quick, on-time, and on-budget solution.
- Training and knowledge transfer to your technical teams and end-users
- Functional and technical documentation
- Assistance and support for multiple testing environments
- Go-live support

Verbella CMG has certified consultants and partnerships with leading solution providers for the SAP market. Combining our expertise and “one stop” delivery capability with the SAP ArchiveLink functionality you already own, means we can quickly implement a “Business Critical” solution for your electronic document.

**Workstations**

For occasional Document Management needs, such as imaging against SAP Master Records, Verbella CMG might suggest the following turnkey solution for imaging documents:

- Fujitsu 5120C2 Scanner (25 PPM)\*
- Kofax Ascent Capture installation and configuration
- Installation and configuration of Kofax AR4ERP release
- Configuration and installation of the SAP Content Server
- Configuration of SAP ArchiveLink

**Departmental**

For higher volume document management needs, such as imaging against SAP transactional data like sales orders or delivery notes, Verbella CMG might suggest the following turnkey solution:

- Fujitsu fi-5750 or fi-5650 Scanner (57 PPM)\*
- Kofax Ascent Capture installation and configuration
- Installation and configuration of Kofax AR4ERP release
- Configuration and installation of the SAP Content Server
- Configuration of SAP ArchiveLink

**Production**

For *very large* volumes, such as imaging against SAP transactional data like vendor invoices, Verbella CMG might suggest the following turnkey solution which will incorporate SAP Workflow and optional OCR:

- Fujitsu fi-5900C (100 PPM)\*
- Kofax Ascent Capture installation and configuration
- Installation and configuration of Kofax AR4ERP release
- Installation and configuration of Kofax Advance Forms for Payables (OCR)
- Configuration and installation of the SAP Content Server
- Configuration of SAP ArchiveLink

**Turnkey Solution  
Examples**