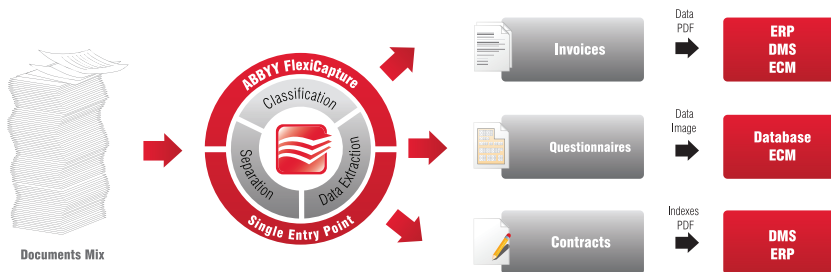# ABBYY   FlexiCapture®

World-class data capture and document processing software

Take the data. Leave the paper.

ABBYY FlexiCapture is a powerful data capture and document processing software that works with precision accuracy to convert documents into business-ready data in more than 180 languages. ABBYY FlexiCapture automates time- and resource-consuming tasks such as data entry, document separation and classification to significantly reduce the time it takes to deliver the data to business processes. ABBYY FlexiCapture's state-of-the-art architecture scales from cost-effective standalone installations for small businesses and departments to distributed client-server systems for enterprise and government projects. In addition, ABBYY FlexiCapture can be integrated with back-end systems and specific business processes to further improve efficiency and reduce operating costs for organizations of all sizes.

Single entry point for documents of all types

With intelligent capture algorithms, ABBYY FlexiCapture processes and extracts data from business documents of any complexity, including invoices, purchase orders, insurance claims, agreements, forms and more.

Auto-learning and classification

ABBYY FlexiCapture uses artificial intelligence algorithms to perform automatic classification and data extraction. The new interactive auto-learning feature uses image samples to train the program to recognize different document types and find data fields on them.

Premium-quality data output

ABBYY's widely acclaimed OCR, ICR, OMR and data capture technologies and automated validation rules deliver accurate data to business processes in the shortest timeframe.

Distributed document capture

Scanning documents right at the point where they originate and quickly delivering them to back-end systems is easy with the new Web Capture Station. On-demand scanning and verification can be performed remotely from any location and any computer in a light browser-based interface.

Scalability and fault tolerance

The robust client-server architecture with multi-CPU support and automatic load balancing provides optimum processing performance in high-volume projects. Microsoft® Cluster Server support ensures consistent system operation and prevents data loss in the event of a system failure.

Extensive language support

ABBYY FlexiCapture processes documents in more than 180 languages, including Chinese, Japanese, Korean and Vietnamese. For hand-printed recognition, ABBYY FlexiCapture supports 113 languages.

Flexible integration and customization

ABBYY FlexiCapture offers a powerful set of tools for modifying document processing workflows with custom stages, scripts and external modules. The data capture piece can be integrated into existing workflow processes as a Web Service.

FlexiCapture Applications

Seamless accounts payable

Automatically capture information from invoices, validate purchase orders and deliver the electronic data to ERP system workflows

- Accelerate invoice processing
- Take advantage of early-payment discounts
- Improve key vendor relationships with faster response

Streamlined processing of insurance claims

Process paper-based claims such as ACORD forms, CMS-1500 and CMS-1450 and convert data to standard-compliant electronic formats

- Increase the quality of data with precise data capture technology
- Increase throughput without increasing staff
- Maintain premium level of service at the lowest cost

Healthcare for the digital age

Ease the transition to EHRs; streamline patient registration and accounting with state-of-the-art document and data capture technology

- Increase patient satisfaction as well as the quality of service
- Meet EHR adoption deadlines
- Reduce days in AR

Forms processing made easy

Automatically extract machine-printed and hand-printed data from completed surveys, tests, census papers, registration cards and other types of forms

- Minimize time from form completion to data delivery
- Reduce spending on manual labor with ABBYY OCR/ICR technologies
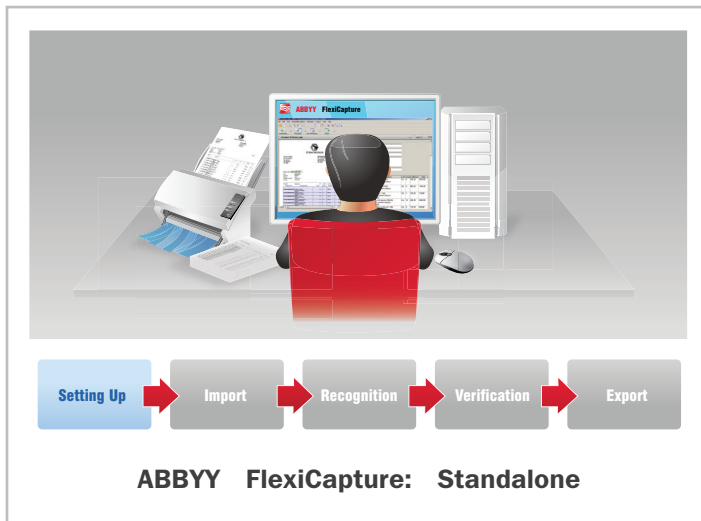- Ensure the accuracy of data and analytic results

And More...

ABBYY® FlexiCapture®

www.ABBYY.com

ABBYY FlexiCapture – a single package with double value

ABBYY FlexiCapture can be installed in one of two configurations: Standalone for low to mid-size projects and Distributed enterprise-wide deployments for projects.

For small businesses or departmental tasks where processing volume is moderate and documents are captured in one location, Standalone installation is sufficient. This simple configuration provides the entire range of data capture capabilities from document import to data export – all on a single machine.

Setting Up → Import → Recognition → Verification → Export

ABBYY FlexiCapture: Standalone

FlexiCapture Distributed

FlexiCapture Distributed delivers high-performance data capture functionality through scalable client-server architecture designed for high-volume processing in a distributed network environment. It includes a set of dedicated server components with workload balancing to ensure maximum productivity and support of high-availability cluster to prevent system failure. Specialized client-operator stations available as rich and Web clients manage each step in the data capture process: set-up, administration, scanning, verification and monitoring.

Distributed Server and Client Components

- **Processing Server and Processing Stations**
  Automatically execute all resource-intensive operations, such as image import, recognition, classification, data extraction, validation rules and export of data and images. The Processing Server distributes tasks and balances the workload among the Processing Stations, increasing the overall throughput.

- **Database Server**
  The Database Server supports various database management systems and stores all data and processing stages, including users, batches, processing operations and statistics.

- **Application Server**
  The Application Server handles all processing tasks and queues, and routes them based on priority and workflow settings.

- **Client-operator Stations**
  Dedicated client-operator stations are used to perform scanning and data and document verification tasks.

- **Administration and Monitoring Console**
  A Web-based console with an extensive set of reports help administrators monitor the system performance, control the work of operators and estimate the cost of customer projects. Using Crystal Reports Editor, administrators can generate custom reports with desired parameters and data samples from the database.

Defining Document Types

FlexiCapture includes a range of tools for describing document types and data fields that have to be captured. ABBYY Document Definition Editor is used to create templates for paper forms such as tests, questionnaires and other documents that have a standardized layout. ABBYY FlexiLayout Studio is an environment for creating descriptions (FlexiLayouts) for semi-structured and unstructured documents like invoices or contracts. ABBYY FlexiLayout Studio provides powerful tools to create, test and adjust FlexiLayouts, including a training mode for automatic layout generation and an advanced FlexiLayout programming language.

Designing Forms

FormDesigner is a utility within FlexiCapture for designing and distributing machine-readable blank forms. Forms created in FormDesigner can be printed out, published on the Web or distributed via email in PDF format.

ABBYY® FlexiCapture®

ABBYY FlexiCapture offers a full range of document classification, data extraction and indexing capabilities to meet a broad spectrum of business processing requirements. Organizations can deploy user-attended stations for scanning, data and document verification. Flexible workflows and batch types make it easy to manage the processing steps and establish the desired level of manual intervention. Advanced document routing can be implemented within stages and among operators based on recognition results, rule errors and registration parameters.

Scanning and image import

FlexiCapture Standalone is ideal for low-volume scanning projects while FlexiCapture Distributed, which is equipped with a dedicated Scanning Station, is best suited to tasks that involve high-volume batch capture. Scanning Station can be installed on the desktop as a thin client or simply accessed via a Web browser. Images can also be imported into FlexiCapture from "hot" folders or email attachments.

Document separation and classification

Prior to detecting document types, ABBYY FlexiCapture can separate documents based on blank pages or barcodes and pre-sort them into classes. The auto-learning feature adds point-and-click ease to the process of defining both document classes and layouts for semi-structured documents.

OCR, ICR, checkmark and barcode recognition

ABBYY FlexiCapture is based on ABBYY's award-winning recognition technologies that deliver unprecedented accuracy in multiple OCR and ICR languages. The program also reads 1D and 2D barcodes and checkmarks of various shapes and incorporates powerful image pre-processing functions that improve recognition quality.

Automated data validation

The built-in validation rules are automatically applied during recognition to increase accuracy. Automatic data validation ensures high quality of data and reduces the need for subsequent verification.

Data verification

The Data Verification Station executes low-level verification tasks to determine if the extracted data matches that of the original document. ABBYY FlexiCapture provides a Web-based interface for data verification that is easily accessible for operators who work from home or remote regions.

To rule out the possibility of program or human error, two operators can perform independent verification of crucial business data. The data is considered verified only after proofreading results from both operators are identical.

Document-level verification

Document-level verification is implemented as a separate station in FlexiCapture Distributed and includes all verification capabilities. Verification operators are able to routinely check for rule errors, while an intuitive drag-and-drop interface allows them to manually re-assemble documents containing assembly and classification errors. If the image quality is poor, the document can be sent back to the Scanning Station for re-scanning.
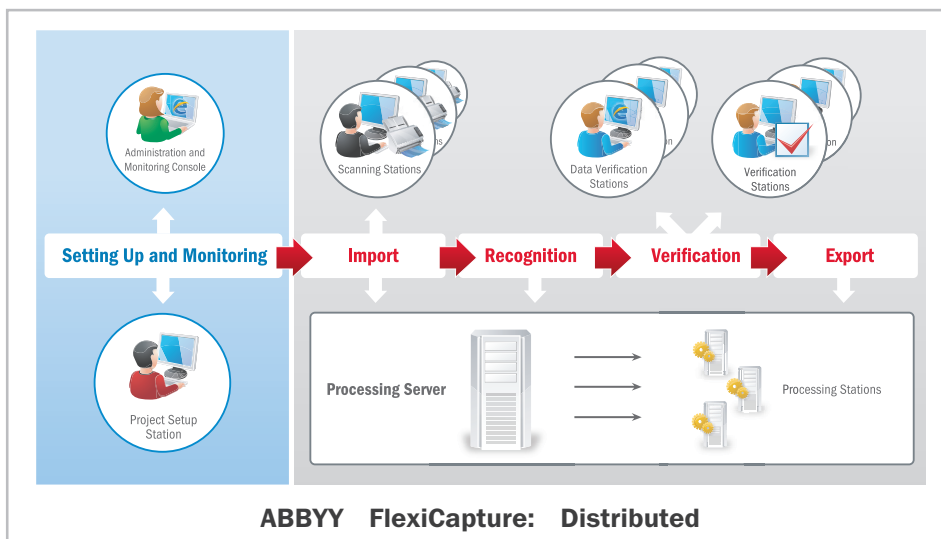
Distributed capture

Projects with the need for "front office"-type distributed capture are best handled by Web Capture Station, a part of the FlexiCapture Distributed installation. This station allows operators to capture documents at the point where they originate, providing a single intuitive Interface for scanning and verification in the Web browser.

Data export

Data can be exported to back-end systems and databases or stored in enterprise repositories. ABBYY FlexiCapture supports a range of export formats and destinations including XML export, ODBC connectors, export to Microsoft Office SharePoint® Server and delivery to other business applications through custom modules and scripts. Automated export and export to multiple destinations are also available.

Redaction and archiving

ABBYY FlexiCapture redaction tools can be used to remove confidential or sensitive data from specified fields. Document images are then delivered in TIFF, searchable PDF or PDF/A formats suitable for archiving.

Administration and Monitoring Console

Scanning Stations

Data Verification Stations

Verification Stations

Setting Up and Monitoring → Import → Recognition → Verification → Export

Project Setup Station

Processing Server

Processing Stations

ABBYY FlexiCapture: Distributed

Functionality Overview

FlexiCapture integration and customization features

ABBYY FlexiCapture provides a variety of means to customize data capture workflows and integrate them with existing business processes and applications.
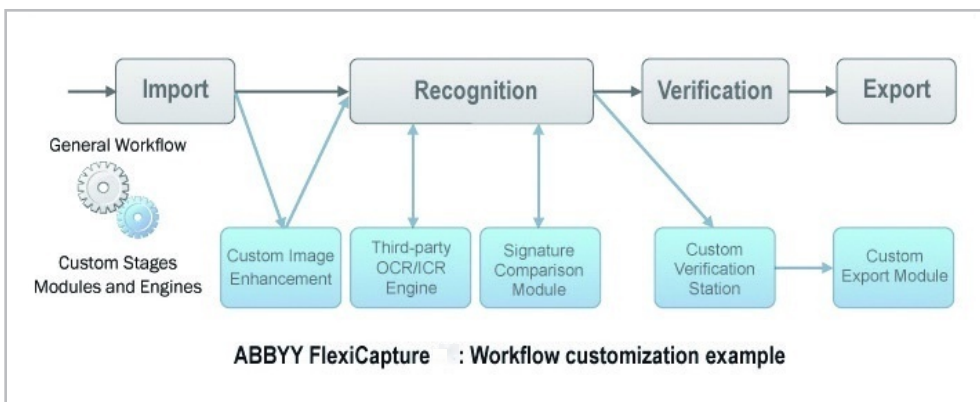
Web Service API

The Web Service API can be used by external systems to programmatically submit batches of images, trigger workflows and obtain processing results. The Web Service API also allows administrators to plug in custom processing stages and replace FlexiCapture native client stations with custom-made applications.

Customizable workflows

ABBYY FlexiCapture workflows are flexible to include scripted and branching stages, custom routing rules and conditions. The chart below provides an example of how FlexiCapture workflows can be customized to meet the needs of a specific project.

Scripts

Scripts on the Scanning and Verification Stations are available to automate imaging tasks, auto-correct and validate data and optimize user interface for specific processes. Processing scripts, in turn, provide access to document assembly, export and events related to batches, documents or fields.

ABBYY FlexiCapture : Workflow customization example

Licensing

ABBYY FlexiCapture offers a flexible licensing model based on the amount of pages processed annually. Licenses can be extended with additional client stations and extra functionality. Custom modules for data export to industry-leading back-end applications are also available.

Professional services

ABBYY Certified Partners and the ABBYY Professional Services team offer their expertise and support to help customers take full advantage of ABBYY's superior data capture technology and achieve fast return on investment. Please contact a sales representative for information.

Specifications

Input formats:
- BMP, PCX, JPEG, JPEG 2000, PNG, TIFF, DjVu, DCX, PDFs (including PDF/A)

Recognition languages:
- OCR: over 180 languages including Chinese, Japanese and Korean
- ICR: 113 languages

OMR:
- Framed and un-framed checkboxes, bubbles

Barcodes:
- 1D barcodes, including EAN, Check, IATA, UCC, UPC
- 2D barcodes, including PDF417, QR Code, AZTEC, Data Matrix

Data export formats:
- XLS, DBF, CSV, TXT, XML
- Database export via ODBC
- Export to Microsoft SharePoint
- Export to back-end applications via custom modules

Image export/saving formats:
- BMP, PCX, PNG, JPEG, JPEG 2000, TIFF, DCX
- Export to searchable PDF, PDF/A

System requirements*
- PC with 2 GHz or higher processor
- Operating systems (servers): Microsoft Windows® Server 2003 SP2, 2008 SP2, 2008 R2
- Operating systems (stations): Microsoft Windows XP SP3, Vista SP2, 7
- Memory: 1 GB for every CPU core
- Microsoft .NET Framework 2.0 or higher
- Internet Information Services 6, 7 or 7.5
- Crystal Reports Basic Runtime for Visual Studio®: 2008: x86; 2010: x64
- Microsoft SQL Server® 2005, 2008 or 2008 R2
- Microsoft Internet Explorer® 7, 8, 9
- * System requirements may vary based on the type of the station or server component. Refer to the product documentation for further details.

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