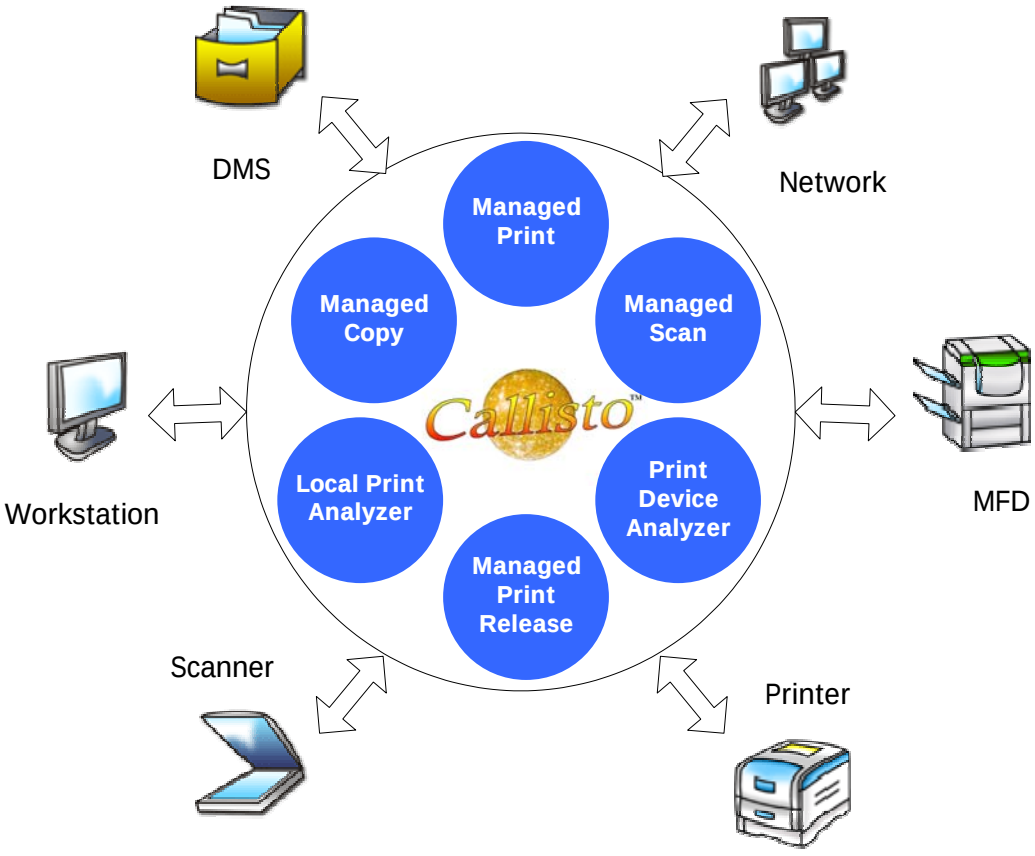
Callisto™

Version 2

Managing Document Flow Into and Out of the Network

As the paperless office fails to materialise, the requirement to control and manage the flow of paper documents into and out of the network continues to grow. Advanced Multi Functional Devices (MFDs) make it easy for users to input and output documents in a way that is not necessarily beneficial to the business. Technologies such as Scan to Email are fine in theory, but do not help an organisation trying to ensure that all documents are stored in an organised and controlled manner. There is no point in deploying high speed, cost effective printers if users are still going to use their local printer. Also, how do you ensure the security of documents and information being produced or copied?



The **Callisto** suite of products has been designed to overcome these issues. By providing a modular approach it is possible for administrators to manage part or all the flow of paper into and out of the network. For printing, it is possible to control exactly how print devices are used for maximum efficiency. Utilising the latest technologies, it is possible to deliver user interfaces directly to the copier/scanner. This allows for accurate entering of information at the point of processing a document. For copying, this means that correct billing information can be assigned, and for security purposes, it is even possible to store copies of the document on the network. For scanning, it means that documents can be entered directly into a DMS system with all of the correct information assigned to it.

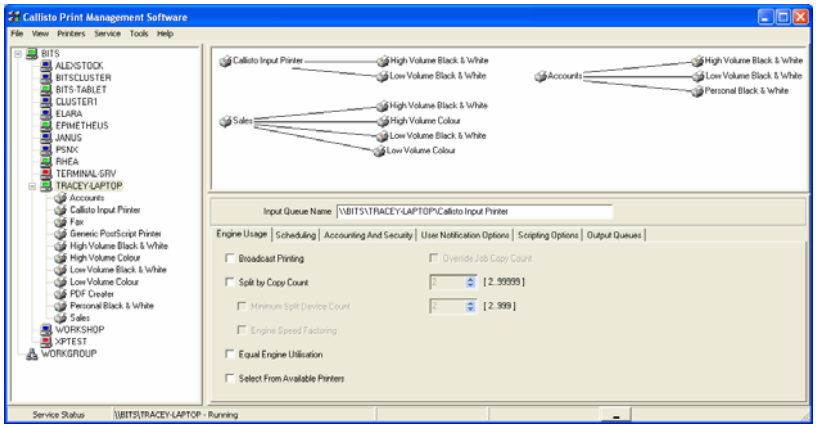
Callisto – A modular approach

Callisto comprises several distinct modules. These modules are designed to work either individually or together to form a complete solution for the management of **Information ⇨ Paper** and **Paper ⇨ Information**.

Managed Print

Now in its second major release, **Callisto Managed Print** gives network administrators complete control over how users print in a networked environment.

Rules based printing allow for detailed and specific control of resource usage. Criteria such as location, job size, job type, account balance and time of day can all be combined to ensure the most appropriate device is used for every print job. A popup utility can also be used to give users a choice of destinations, if required. A complete history of all printing is kept, enabling detailed usage reports to be produced and analysed if desired.



Managed Scan

Callisto Managed Scan has been designed to utilize the latest embedded technology on MFDs. Managed Scan allows a user to select information relating to a document, such as Client Name and Matter Number at the point of scan. Scanned documents are converted to PDF and can then be stored on a file server or entered into a Document Management System along with the selected data, allowing for easy searching and organising of data.

Managed Copy

Callisto Managed Copy is designed to enable detailed accounting and security directly at the device. Users are required to select pre-determined information, such as Client Name and Matter Number before performing any copying. This ensures that any copying is accounted for correctly. Callisto Managed Copy also has the option to archive copies as PDFs, ensuring that not only the amount of copies performed can be tracked, but also the contents, enabling full auditing of all copy transactions.

Managed Print Release

Designed to enable users to print documents wherever they are, **Callisto Managed Print Release** offers a simple, integrated approach to the distribute and print model. Print jobs are stored on a central server, and once authenticated, are displayed for the user to select. Before printing, the user can be required to select requested information, ensuring that all prints are accounted for correctly.

For more information on Callisto please contact:

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