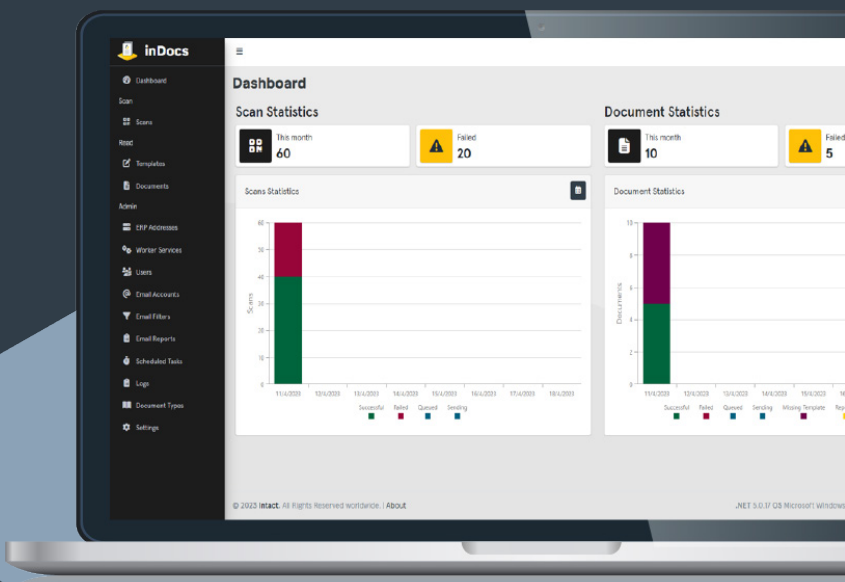
intact

inDocs

Simplify Document Management with Intact inDocs



Intact inDocs

Say goodbye to piles of paperwork and hours of manual data entry. With Intact inDocs, managing your documents becomes effortless and efficient.

The inDocs suite of applications consists of two powerful components: inScan and inAP. You have the option to utilise either one or both.

One of the main advantages to inDocs is its in-house development, eliminating the necessity for a third-party document management platform.

With inDocs, you can easily scan or import documents and seamlessly associate them with transactions in your Intact iQ system. Leveraging QR Code technology, optical character recognition (OCR), and PDF text scraping, this suite of applications ensures efficient document storage and retrieval processes.

SANDBOX MODE
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inScan

Simplify and optimise the way you scan and store documents with our user-friendly inScan application. It caters to a wide range of needs, including handling proof of deliveries, purchase invoices, order confirmations, picking notes, returns, and various other document types.

inScan Benefits:

- Reduce paperwork and improve organisation by digitising your documents.
- Assists with invoice reconciliation for efficient accounts management.
- Save time by eliminating the need for manual sorting and linking of documents.
- Enjoy enhanced efficiency and accessibility by storing and retrieving documents within Intact iQ.
- Automatically attaches proof of delivery to your sales invoices, saving you time and ensuring accurate documentation.

inScan Features:

- Scan any document using a compatible scanner and store it in a shared folder as a PDF, which is then automatically read by the system.
- No need to sort documents beforehand. The system automatically links them to the relevant transaction in your Intact system.

inAP

The inAP application is designed to streamline transaction processing and revolutionise your purchase ledger management. By harnessing cutting-edge technologies, this application significantly reduces administrative time spent on manual data entry, enabling you to optimise efficiency and focus on more strategic tasks.

inAP Benefits:

- Streamlines purchase ledger tasks by automating data entry, saving significant time on manual invoice typing.
- Empowers users to create customised templates for document recognition, offering advanced configuration options.
- Effortlessly track transactions in Intact iQ with a convenient link within each transaction, providing quick access to the associated inDocs template for easy viewing of collected information.

inAP Features:

- Utilises text scraping and OCR technologies for accurate data extraction.
- Automatic data reading and transaction generation from read documents.
- Seamlessly extracts PDF documents from emails and shared folders, streamlining the input process.
- Provides a web interface for analysing the read information, facilitating informed decision-making.

- Automatic creation of purchase invoices registers and matching reconciliations using advanced tolerance configuration, improving accuracy and efficiency. This requires inDocs EDI, which comes included with the inAP application.
- Automatically attaches the read PDF Invoice to your Purchase Invoices, saving you time and ensuring accurate reconciliations.

Effortlessly simplify document management with Intact inDocs, streamlining processes, reducing paperwork, and enhancing efficiency by easily scanning, associating, and retrieving documents within Intact iQ

For more information contact us at **info@intactsoftware.com**

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