

## KODAK Capture Pro 5



- ★★★★☆ Feature Set and Productivity
- ★★★★☆ Value
- ★★★★☆ Setup
- ★★★★☆ Usability
- ★★★★★ Software Integration
- ★★★★☆ Security
- ★★★★☆ Customer Support and Training

**Kodak alaris**

### OVERVIEW

KODAK Capture Pro is a desktop data capture and indexing solution designed to meet the capture needs of most document-intensive scanning environments. Aimed at dedicated scan operators within an organization, the solution helps users transform paper documents into electronic information for easy management, storage and retrieval.

Capture Pro works with any Kodak Alaris scanner and most third-party scanners to digitize and route scanned hard copies. Frequently used job settings can be configured and saved, eliminating the need for scan operators to manually recreate the settings for common jobs. In addition, Capture Pro can integrate with a variety of third-party back-end systems such as Microsoft SharePoint and EMC Documentum. A network version and a version that includes automatic import capabilities are also available.

## Strengths

- Very easy to navigate
- Full complement of features, including automatic indexing and routing via barcode recognition and drag-and-drop OCR
- Optical mark recognition technology accurately recognized marked checkboxes for indexing
- Tight integration with Kodak Alaris scanners and any ISIS-certified third-party scanner
- One-touch scan jobs for frequently used operations
- Advanced features include database lookup, quality control checks, user permissions and patch code recognition
- Direct connection to Microsoft SharePoint, including the ability to import existing SharePoint Server library column definitions
- Free downloadable connectors to over 40 third-party programs

## Weaknesses

- Lacks ability to import text-based non-image files
- Limited ability to work with existing electronic files
- Auto import feature optional instead of standard for license levels A through D

## BLI Recommendation



KODAK Capture Pro 5 includes the same feature set and usability that has earned it high marks (and BLI Pick awards) in the past. This latest version debuts a new user-friendly GUI to help users easily access pre-programmed scan jobs, and several other enhancements to simplify the capture process and boost productivity, such as the ability to split multiple documents with one operation.

Capture Pro offers most of the features a user would expect to find in a capture solution, such as indexing, zonal OCR and batch processing. Some not-so-common features include OMR (optical mark recognition) processing for forms, Intelligent Quality Control technology and Double Data Entry indexing. Documents can be sent to multiple destinations, archived or sent to a connected output device. Also handy is the program's Job Setup feature, which lets users configure frequently used scan operations for batch scanning, including image processing features, indexing and OCR.

As with previous versions, Capture Pro provides tutorials to guide novice users through the scan, capture and routing process. Capture Pro also provides a cus-

tomizable interface with large color icons and various page views to allow users to be as comfortable with the program as possible. And the three job templates available out of the box—Ready to Scan, Scan to PDF and Scan to E-mail—help to get users up and running quickly.

Its ability to connect to more than 40 back-end systems enables users to efficiently route image files without much manual intervention. And the fact that Kodak Alaris offers those connectors as free downloads from its website enhances its overall value.

## Product Profile

<b>Product:</b>	KODAK Capture Pro
<b>Version:</b>	5.0
<b>Software Developer:</b>	Kodak Alaris
<b>Phone:</b>	800-944-6171
<b>Web:</b>	<a href="http://www.kodakalaris.com">www.kodakalaris.com</a>
<b>Client Requirements:</b>	2.8-GHz Pentium 4 CPU, 2-GB RAM; Microsoft Windows XP (SP2 or SP3), Windows 7, Windows 8
<b>Supported Devices:</b>	All Kodak Alaris scanners and any ISIS-certified third-party scanner
<b>Suggested Retail Price:</b>	Starting at \$1,000 per license (final price is dependent on rated speed and duty cycle of attached scanner)
<b>Availability:</b>	The solution is available directly from Kodak Alaris, as well as from Kodak Alaris dealers and resellers. It is sold worldwide. The program and its documentation are available in Arabic, English, French, Dutch, German, Italian, Japanese, Czech, simplified Chinese, traditional Chinese, Korean, Portuguese, Russian, Spanish, Swedish, Polish and Turkish.



## Feature Set and Productivity

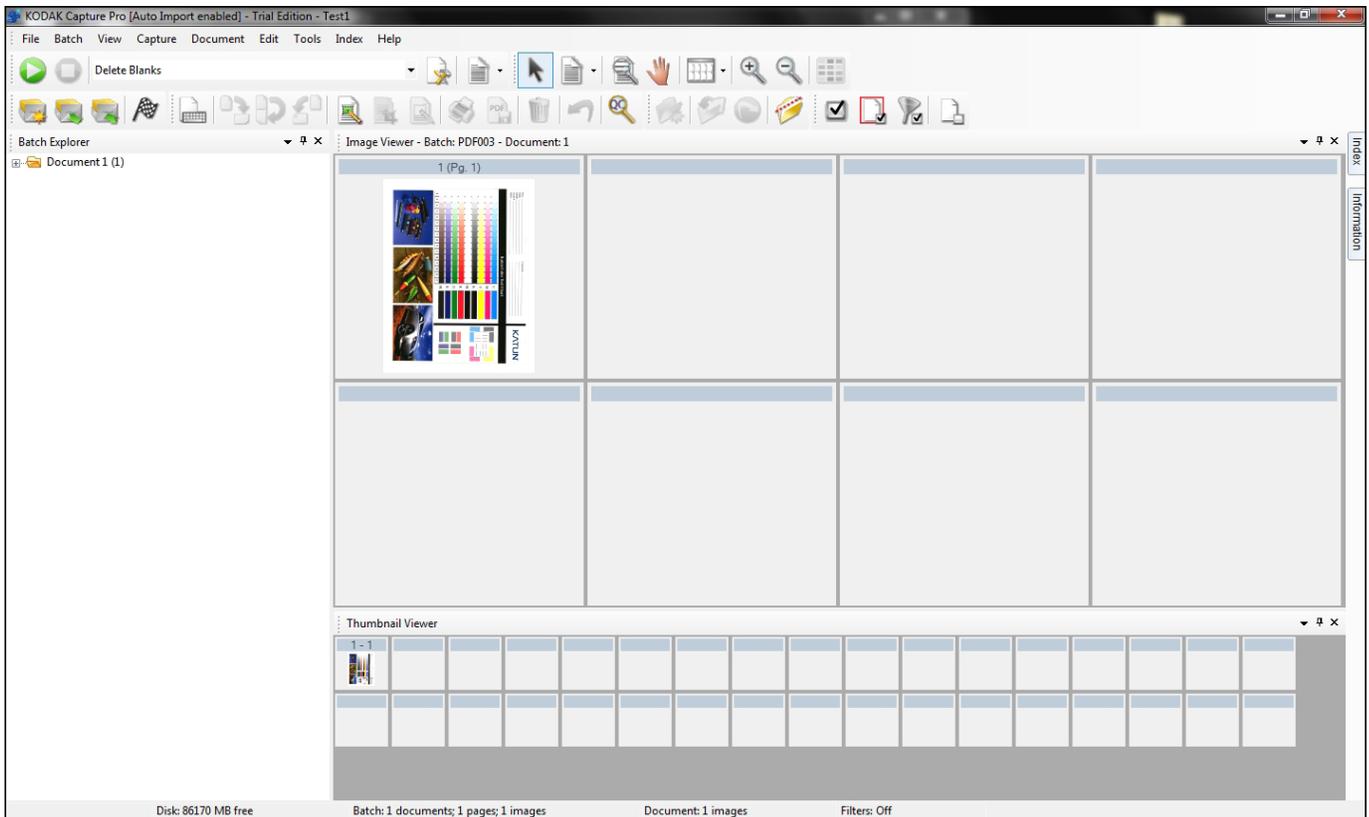


KODAK Capture Pro includes most of the features buyers of automatic dedicated scan capture solution are likely to need, such as automated batch processing to help streamline the capture process; drag-and-drop OCR and basic OMR indexing to reduce error-prone manual data entry; and image processing to help clean up scanned images during the scan process, helping to reduce post-scan editing. The

program's OCR engine recognizes up to 126 different languages, including Arabic, which helps international companies consolidate their capture offerings.

Capture Pro's Intelligent Quality Control capability provides image enhancement tools (auto orientation, binarize and hole fill) that automatically identify images with "challenging noise characteristics" and allows the user to re-process the image, even if the hard copy is no longer available, helping to reduce re-scans. The Double Data Entry indexing feature enables "double blind" entry of index data by two separate operators. The program then compares the data and notifies users if it doesn't match to prevent indexing errors. Users can look up one or two key index fields to populate fields faster and more accurately from ODBC databases. And index data can be bookmarked in output PDFs. Plus the software integrates with Microsoft SharePoint thanks to a SharePoint integration wizard that lets customers import existing SharePoint server library column definitions directly into Capture Pro.

With KODAK Capture Pro, users can scan batches of documents to single or multiple destinations in one click. Users can also output batch statistics to any ODBC-compliant database. A variety of image processing features are also available, including de-skew, rotate and auto crop; the ability to insert, rescan and reorder pages; blank-page deletion; merge and split; and basic brightness and contrast adjustments. Users can also add a digital signature to images, as well as a digital stamp that gets burned into the image bitmap. A handy Save to PDF button is available directly on the toolbar. In addition, Capture Pro offers batch and document separation via OCR, blank page and barcode and patch code recognition.



KODAK Capture Pro 5

Supported output formats include TIFF, RTF, PDF, searchable PDF and Text, as well as password-protected PDF and PDF support for Fast Web View, and documents longer than 200 inches. Once formatted, files can be sent to a connected printer or fax, email application as an attachment, shared folder, FTP site, secure FTP or a variety of third-party applications. Capture Pro's database lookup feature allows users to validate and populate index data stored in an ODBC-compliant database.

Files not scanned into the system must be imported as image files; electronic text files from Word or Excel are not supported. The solution also offers limited post-scan editing, which may be desired for users that dislike automatic image processing or prefer a more hands-on approach. In addition, most competitive products come with an auto import feature for all license levels; Kodak Alaris includes auto import for Capture Pro Group E or above, but reserves it as an optional upgrade for lower license levels.

## New features and enhancements in version 5.0

- Quick Start GUI
- Automated software assurance renewal reminders
- Ability to split multiple documents with one operation
- LZW compression for TIFF images
- Copy and paste images across documents
- Ability to auto-delete first page of every document on output
- Support for Windows 8.1
- Support for additional Kodak Alaris and third-party scanners



### Value



KODAK Capture Pro starts at \$1,000 per license for use with a desktop or work-group scanner, which would typically scan 25- to 50-ppm or around 6,000 pages per day. This cost includes the software, three years of software assurance and Kodak Alaris Professional Start Up Assistance. The license cost increases depending on the rated speed and duty cycle of the connected scanner; for a typical production-level scanner with rated throughput of up to 90 ppm, or around 20,000 pages a day, buyers can expect a per-license cost of about \$3,000. The inclusion of one year of software maintenance and support, and professional services that help to deploy the system makes KODAK Capture Pro a very good value compared to other leading capture products in this class BLI has evaluated.

This pricing makes Capture Pro less expensive than some networked production scanning solutions BLI has evaluated. Though it is more expensive than traditional desktop scan capture offerings, such software typically doesn't match the production-level batch processing that Capture Pro delivers. In addition, unlike some other software companies that charge an additional fee for connections to third-party back-end solutions, Kodak Alaris provides a variety of connectors for its customers as free downloads from its website.

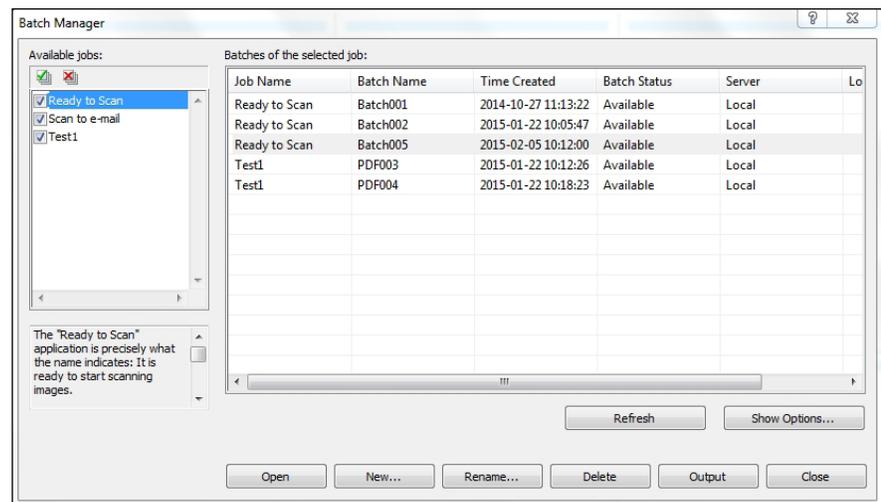


## Setup



The solution is easy enough for end users to install. BLI installed the 30-day trial version for the evaluation in only a few mouse clicks. Capture Pro features an automated install wizard to help customers get up and running quickly. Once launched, users are prompted to choose a scanner, which doesn't take much time at all when a scanner is already connected—just a couple of clicks through the scanner configuration windows. Users can also skip that step and manually import images as well (an automatic import feature is sold separately).

The software is mainly based on “jobs” and by default users have three preconfigured jobs to choose from: Ready to Scan, Scan to PDF and Scan to E-mail. Capture Pro features a help file with very good information. A 56-page non-hyperlinked user manual, a 224-page Administrator's guide and a 12-page Getting Started guide are also available to help users get up and running. Although the user manual recommends that users preserve the default settings of these three jobs, users can add or change jobs via the Job Setup window. Users choose job settings from three tabs: Capture, Index and Output. The Index tab has three tabs of its own: Batch, Document and Database Lookup.



Batch Manager

Users can also define OCR and OMR zones for forms and other similarly laid-out documents in a batch. When creating an OMR zone template, users will also have to create corresponding indexing fields for each group of OMR zones created in the template. To do this, users simply choose Single Value and click the Default Value Setup key. The OMR groups will appear in the predefined values list. Users must choose one for each indexing field.

The Batch tab allows users to set up indexes by batch and includes the same options as the Document tab. The Database Lookup tab allows users to specify the data source, and define the database lookup process and the type of data used. The Output tab of the Job Setup dialog box allows users to select the output settings and destinations.

In addition to job settings, users can configure frequently used scan settings, such as the image type, resolution and some image processing features, for use when scanning batches of documents into the capture program. By default the scan settings available from the drop-down list on the main screen of the program match those available from the connected scan driver, but users can modify and save those settings by pressing the Page Setup icon located to the right of the drop-down list. Although the settings available are dependent upon the scanner used, Capture Pro offers some basic image processing such as merge and split, and blank-page deletion (Auto Delete). To add a scan setting to the drop-down list, users simply choose one to modify and then rename it from the Page Setup window.

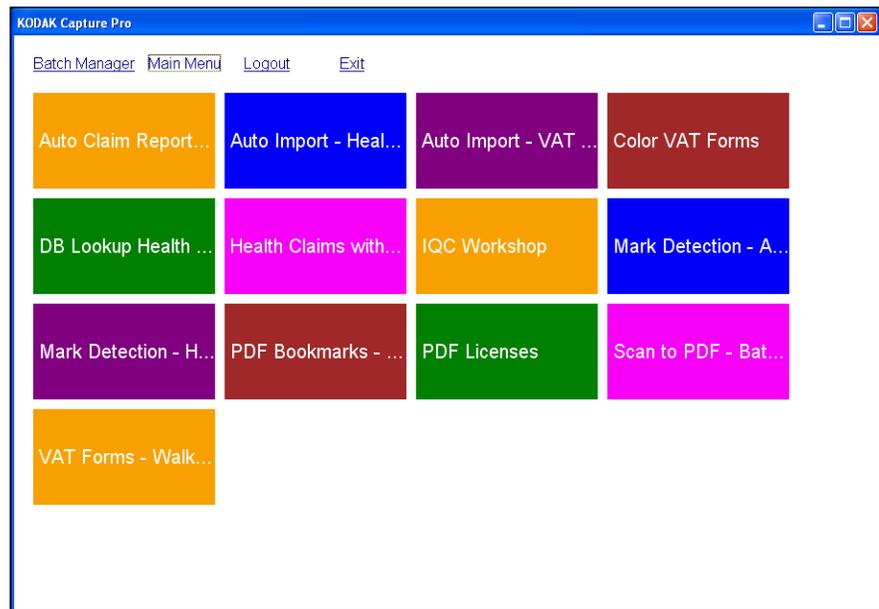
Capture Pro also provides user permission settings. Administrators can create various levels of access based on job type, feature, index field or group. User IDs and passwords can mirror those of Windows or be completely independent.



## Usability



The main page of KODAK Capture Pro is well laid out and very easy to navigate. Two toolbars contain most of the features a user will need. Getting batches into Capture Pro is easy and can be performed either by scanning documents into the system via a connected scanner, or by manually importing. To start scanning a new batch, users press the New button in the Batch Manager dialog box, which launches a window asking for the Job name, the batch name (by default, the batch will be numbered after the previous batch created) and the document ID (optional). Users can also press the large green arrow at the top of the page to start scanning from a connected scanner. And new to version 5.0, users can access the Quick Start GUI to launch preprogrammed scan jobs. Scan jobs are represented by color-coded boxes with custom names to help easily identify and launch each workflow. Only the scan jobs the user has access to will be visible.



KODAK Capture Pro Quick Start GUI

Once the batch is scanned into the system, users can type in the indexing data and alter the images by deleting blank pages, cropping images, deleting blocks of text or accessing the Intelligent QC tool, for example. Users can view before and after images through the QC viewer. However, some other solutions tested offer more editing tools, such as de-speckle, edge fill, etc. Instead, Kodak Alaris reserves those features for the batch scanning process. The status of the batch can be checked by reopening the Batch Manager dialog box. If an error occurs during batch processing, a yellow exclamation point will appear near the batch name in the dialog box, along with an error message describing the problem. Users can try to fix the processing error and reprocess, or delete the entire batch. When in Image view, the OCR toolbar becomes available, allowing users to populate indexing fields using Capture Pro's drag-and-drop OCR tool.

BLI scanned four single-page health history forms containing several checkbox areas. The checkboxes were filled in using various marks (x, check, scribble) and using blue-, black- and red-colored pens. KODAK Capture Pro accurately recognized every filled-in box for all four documents.



## Software Integration



Capture Pro offers a direct connection to Microsoft SharePoint free of charge. In addition, Capture Pro can connect to a wide variety of third-party applications that can be downloaded from the Kodak Alaris website free of charge. Connectors include those for Kofax Ascent, Alfresco, Laserfiche, FileBound, EMC Docu-

mentum, DocuWare and Captaris Alchemy. Kodak's website provides more than 40 downloadable connectors and written integration instructions. According to a Kodak Alaris spokesperson, the company is willing to work with a customer who has an unlisted application as well. Furthermore, APIs allow the more technical user to write their own connector to a downstream imaging system. In addition to this System Output Destination API, there is also an Index Data API that enables users to develop custom business rules for the index fields that are captured for a job.



## Security



KODAK Capture Pro allows users to set up usernames and passwords, with access rights to different batch jobs. Users have the option of choosing to open the program by reentering the PC's username and password as well.

Encrypted PDF and digital signature functionality help validate data authenticity. Although a redaction feature (whereby users can enter a word or phrase to be blacked out in each page) is not available, users can highlight a portion of a document they wish to delete or blank out and repeat that process for all documents in a batch, which can be handy when processing similar forms with sensitive information. A backup folder can also be created when setting up a watched folder. However, the folder only backs up files sent to the watched folder.



## Customer Support and Training



According to the company, customer training is available from the reseller. Telephone support is free of charge for users with a valid Kodak Alaris Software Assurance agreement. As mentioned, product user manuals and administration guides are available via the company website, as are interactive tutorials. The Kodak Alaris website also allows users to send questions via an email support page. In addition to support, customers with a valid Software Assurance agreement will receive no-charge access to product updates as the upgrades become available.