

Filing and finding critical documents has always been an arduous task. For most distributors, it takes hours to sort and stuff documents into filing cabinets. Then when it comes time to retrieve those critical documents, you're at the mercy of the single method used to file the documents – most often customer or order number. If that fails, you're probably out of luck. Plus, more and more customers are requiring you to include a copy of the proof of delivery with the invoice, forcing your staff to sift through those file cabinets that much more. With eDocSavant, you can finally get rid of those filing cabinets once and for all!



## Flexible Scanning Options and Fully Automated Indexing



Since Savance's eDocSavant just monitors new files in specified directories to begin the indexing process, you can leverage your existing multi-function printer or copier. The software is intuitive enough to read fields using bar code or OCR, separate documents when a new order number is read, and lookup information against the synchronized OrderSavant database to create a PDF with the critical information embedded in the file name and PDF attributes.

## Integrates Seamlessly with OrderSavant

The indexed information that is embedded in the PDF is also written to the OrderSavant database empowering your staff to pull up documents by searching for any combination of PO, Order Number, Customer Name or Number, and/or Date Range. Without searching through any file cabinets, you staff can review, save, print, or even e-mail the document directly to a customer contact saved in OrderSavant. Your customers will have a similar ability to search and view only their documents online using OrderSavant Web. All of this adds up to less time spent on administrative functions and more time spent on better customer service and value-added activities.

Feature	Description
<b>Activant Array Support</b>	Leverages OrderSavant's nightly synchronization with Array to look up order information using only the order number retrieved via OCR or bar code.
<b>Flexible input options</b>	Use any scanner capable of producing PDFs or TIFs.
<b>Enhanced Searching</b>	Search by any combination of Date, PO, Order#, or Customer.
<b>Flexible routing</b>	Review, Print, or E-mail the document directly to an OrderSavant contact.
<b>Customer Web Retrieval</b>	Allows customers to search and download PODs or Invoices without having to contact you.
<b>Fully-Automated</b>	Operators only need to scan a batch of shippers and the system does the rest.