DocSlide

Securely scan documents to email with DocSlide

Introducing DocSlide

Security surrounding electronic document transfers is of the utmost importance for the majority of businesses so scanning a sensitive document to your email, only to find the file has not arrived in your inbox, can cause untold security issues. ITS have therefore developed our powerful new solution, DocSlide, to address security concerns around scanning files to email.

When a document is scanned, DocSlide encrypts the file and saves it to a secure folder, but also transmits it via a secure encrypted HTTPS link directly to the scanned document. Only the user who scanned it will then have access to the file. Once the file has been downloaded it is then deleted from the server removing the risk of it falling into the wrong hands.

DocSlide requires no other software, offers cross platform support, and can be implemented for use with any brand of multi-functional device. What's more, we have also designed it to be compatible with both PaperCut and Umango to complement and extend functionality and enhance your existing implementations of these solutions.

Key Features:

- Administered via a web portal on any browser
- Scans and processes files with xml metadata
- Reads XML metadata for user information from scanning solutions such as Umango
- Can receive scanned jobs from hot folders
- Stores and encrypts jobs in server folder
- Utilises file names of scanned files to process jobs
- Deletes scanned files after set configured time has elapsed
- Ensures only intended recipient can download scanned file
- Documents can be shared with others via web link
- Integrates with LDAP, Active Directory and PaperCut to retrieve user attributes such as email address and home folder details
- Jobs can be archived including user metadata
- Desired output destinations can be defined as email with attachment, email with https link, home folder or any specified folder
- Includes embedded database for system configuration
- Can store scanned jobs in multiple locations in one process
- Exports scanned files and creates metadata file via system variables; txt, xml, xst etc.
- Available in English, Polish, Spanish, Turkish, Swedish, Dutch, French, Russian and German languages

Technical Requirements:

Operating system:

- Windows 10 and Windows Server 2012 or higher
- 40Gb of free hard disc space
- 4 Gb of RAM
- Linux support also available, please contact for further details

Components:

- DocSlide requires installation of the latest Microsoft Net Core component
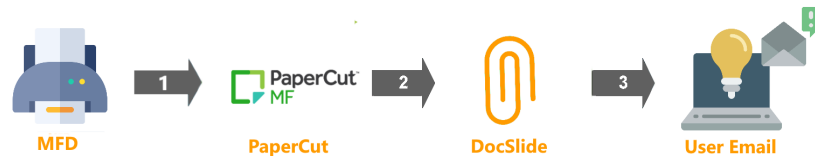
Firewall and Network:

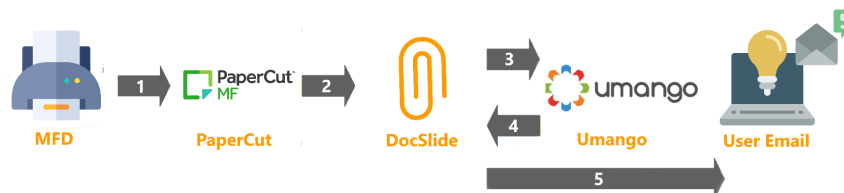- Port 12120 must be opened

Certificate:

- To utilise the DocSlide portal with HTTPS, a certificate must be created and uploaded by your administrator for the servers DNS name

Example Work Flows:

Scan to email with encrypted HTTPS link via PaperCut: Job is scanned using PaperCut integrated scanning and sent to DocSlide including user login detail as the filename. DocSlide then saves in secure folder, encrypts, and sends encrypted HTTPS link to the user's email which only they can download.

MFD → 1 → PaperCut → 2 → DocSlide → 3 → User Email

Scan to email with encrypted HTTPS link and Umango OCR: Job is scanned using PaperCut integrated scanning and sent to DocSlide including user login detail as the filename. Job is then sent to Umango for OCR and returned to DocSlide where it is saved in a secure folder, encrypted, and the encrypted link is then sent to the user's email.

MFD → 1 → PaperCut → 2 → DocSlide → 3 → Umango → 4 → User Email → 5

Docslide scan from MFD to user's home folder: Job is scanned using the native mail feature on the MFD and sent to DocSlide. The user details are retrieved from PaperCut and used to name the scanned file. DocSlide then sends the job to the user's home folder where it can be accessed.

MFD → 1 (PaperCut) → DocSlide → 2 → File Server