KONICA MINOLTA

Giving Shape to Ideas

Simplify the Processing of Documents with Dispatcher Phoenix Legal.

legal

Dispatcher
Phoenix Legal

Control.

Dispatcher Phoenix Legal is Konica Minolta's unique solution for legal document handling, streamlining the preparation of case files, automating time-consuming manual processing and increasing productivity for legal service providers. In legal applications, time is money – and you can count on Dispatcher Phoenix Legal to help you serve your clients with speed, security and professional expertise.
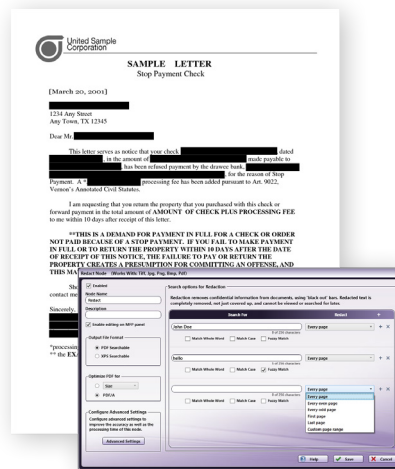
File Handling.

Dispatcher Phoenix Legal streamlines and automates the handling and identification of case files, transcripts, affidavits and other legal documents, and automatically splits multi-page files to conform with judicial requirements limiting file size for electronic filings. Rules-based distribution lets you send documents to different destinations – including Microsoft SharePoint, litigation-support systems, and output devices. An optional Worldox Connector is also available for scanning, indexing, processing, and uploading case files directly into Worldox document management systems.

File Conversion.

Because text searching is essential to the discovery process, Dispatcher Phoenix Legal makes OCR conversion quick and easy. You can convert files to a variety of PDF formats, including PDF, Searchable PDF, PDF/A, and Searchable PDF/A.

Bates Stamping.

You can identify pages with Bates Stamping, placing sequential numbers and/or date/time marks on documents as they are scanned or processed – for example, during the discovery stage of preparations for trial. You can add multiple Bates stamps to each page in various positions, customize Bates stamp text with advanced formatting options and identifying marks that enable attorneys and researchers to keep track of materials more easily.
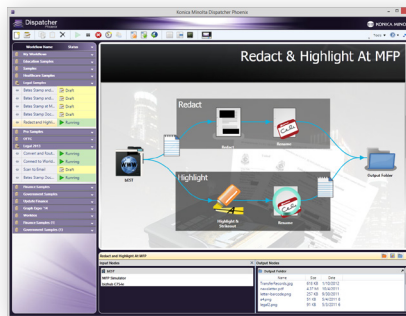
Intelligent Redaction.

Dispatcher Phoenix Legal's intelligent redaction, highlight and strikeout features allow you to permanently black out, strike out or highlight text with a single click – and redacted text cannot be retrieved by searching after documents have been exported.

Automation.

The file handling, format conversion and intelligent redaction functions of Dispatcher Phoenix Legal are all available as fully automated processes to save time and manual effort. You can also apply Bates stamps, convert files to PDF formats and redact or highlight/strikeout files directly from your bizhub MFP control panel with just a few quick taps – customizing operations to fit the needs of any legal document or case file.

Scan and Process.

While you scan documents, Dispatcher Phoenix Legal enables you to automatically despeckle and deskew page images and much more. You can even index your documents and browse through your PC folder structure to choose a scan destination – all without leaving your MFP control panel.

LiveFlo Functionality.

With unique LiveFlo technology, Dispatcher Phoenix Legal lets you watch a real-time view of your workflow as it runs – a time-saving feature to identify bottlenecks and make certain that your inputs, processes and outputs are set correctly.

Workflow Builder.

A highly intuitive graphic tool with drag-and-drop functionality, the Workflow Builder helps you automate the best workflow for each case file based on user-defined rules that save repetitive steps as more documents arrive – and workflows can be started at the click of a button or scheduled to run at a particular date and time.

Workflow.

Dispatcher Phoenix is a family of automated document workflow solutions from Konica Minolta, available in several versions to best suit different needs. All versions of Dispatcher Phoenix include a graphical Workflow Builder tool, an intuitive Workflow Scheduler, full MFP integration with visually enhanced display, document indexing and folder browsing capabilities at the MFP, and robust authentication capabilities.

Add-in options allow you to enhance the speed and efficiency of your document workflow. Dispatcher Phoenix add-in options include:

- Forms processing using pattern matching to automatically extract and redact, highlight or strikeout unique identifiers from forms, such as social security numbers, birth dates, etc., eliminating the need to know specific content for processing.

- Connectors to cloud storage providers – Box, Dropbox, WebDAV, Microsoft OneDrive, FilesAnywhere, and FileAssist (Konica Minolta's new cloud document management solution), etc.

- Connectors to other content management systems, including OnBase® by Hyland, Workshare, and Worldox® by World Software.

- Release2Me, a convenient print release solution that provides our customers with the control they need to secure their confidential information and eliminate unwanted or duplicate copies. With Release2Me, print jobs are held in a queue until they are released at the MFP by an authenticated user. Our customers can also specify print settings, such as number of copies, at the control panel before their jobs are released.

Dispatcher Phoenix Legal gives you all these Bates stamping functions:

Graphical Interface:
- User-centered design
- Preview, design or split-view options
- Zoom in/out, fit to width, fit whole page
- Use your own documents as samples

Multiple Counters:
- Numeric, alphanumeric, Roman numeral
- Incremental/decremental
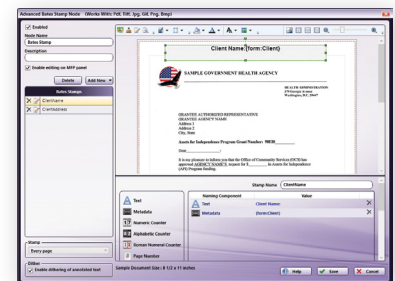- Lower or uppercase output

Stamping Elements:
- Counters, text, auto-populating elements
- Date/time counters
- Page number, total page count
- Filename, file extension, file size
- File metadata, image width/height, etc.
- Customizable background colour, opacity

Stamping Locations:
- Every page, every odd/even page
- First page only, last page only
- User-specified page range

Viewable Margins:
- Printer-specific margins can be defined to view the printable area of each page

Visit **kmbs.konicaminolta.us/dispatcherphoenix** for more information on other Dispatcher Phoenix offerings.

KONICA MINOLTA

Proud Supporter of
Canadian
Breast Cancer
Foundation

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