



IKON DocSend Server

Ideal Digital Solution for Paper-Intensive Businesses

The IKON DocSend® Server simplifies document distribution and management of paper-intensive businesses. It is the latest document capture and distribution software hosted on a centralized Windows® server that acts as a single framework solution to enable users to configure and connect to multiple multi-functional peripherals (MFPs) in an enterprise environment. The framework has been designed to support all deployment modes and to enable any Ricoh MFP with embedded Java Software Developers Kit (SDK) capabilities. The interactive user interface also is intuitive and easy to use.

Below you will learn more about the key technical features of the IKON DocSend Server.

System Requirements:

Operating System: The system runs on Windows Server 2003 or XP with IIS and Java.

Server: A Dell PowerEdge T100 or Equivalent with Dual Core Intel Pentium 2.4 GHz, 1MB Cache, 800 MHz FSB is highly recommended.

Software: The IKON DocSend Server license has to be registered on a Windows server, and the MFPs are registered to that destination.

Memory: It is highly recommended to equip your system with 2 GB, DDR2, 800 MHz and 2 x 160GB HDD

Configuration:

Configuration Tool: The tool is a common interface used for all system configuration requirements, device and plug-in licensing.

Windows NT Authentication: This feature must specify a default domain to appear on log-in screen.

LDAP Authentication: A list of LDAP servers must be added using host name, IP address, port number, LDAP version and the domain name.

License Manager: This feature tracks all current licenses assigned to the server and allows modifications.

Plug-in Manager: This feature displays all currently installed plug-ins and allows configuration

Ricoh Tab: The Ricoh tab is used to connect and remove Ricoh MFP devices

Client:

MFP Client: IKON DocSend Server provides connectivity to a full range of Ricoh Java SDK enabled devices. Before connecting to an MFP, you must install the Java SD card (Java SDK 2.12 or later) and enable the SDK on the device panel using the following steps:

- 1) Activate the license,
- 2) Set up the IIS Extension and
- 3) Add devices. Multiple devices can be uploaded into the system using a CSV file indicating IP Address and other comments.

Interface: The Ricoh MFP LCD panel serves as the user interface.





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Plug-in	Technical Guidelines for Client	Technical Guidelines for Administrator
E-mail Plug-in	<ul style="list-style-type: none"> • User can choose to add recipients from the address book on Ricoh MFP LCD screen. • Pressing the Address Book button connects users to the company's global address book. • This feature can change the default subject and text body. 	<ul style="list-style-type: none"> • The Server may connect to the SMTP server or Microsoft® Exchange (via OWA). • This feature needs to have a fully configured LDAP server in order to use global address book with SMTP server.
DocumentMall Plug-in	<ul style="list-style-type: none"> • User log-in credentials are matched against DocumentMall server. • A list of DocumentMall sites, as configured by administrator is available to users. • User can page through multiple screens to find appropriate metadata fields. 	<ul style="list-style-type: none"> • Each connection can support multiple DocumentMall sites.
Legal Stamping Plug-in	<ul style="list-style-type: none"> • After completing scanning, users can use legal stamping on the preview screen. • Advanced Settings allow users to change the font information. 	<ul style="list-style-type: none"> • If legal stamping is chosen, the administrator can specify default settings that appear on the MFP panel.
SharePoint Plug-in	<ul style="list-style-type: none"> • User log-in credentials are matched against SharePoint server. • A list of SharePoint sites, as configured by administrator is available to users. • User can page through multiple screens to find appropriate metadata fields. 	<ul style="list-style-type: none"> • Each connection can support multiple SharePoint sites.
Scan-to-Folder Plug-in	<ul style="list-style-type: none"> • User can select a destination from a list of pre-configured options. • User can create a sub-folder and enter the appropriate meta data (if configured for this destination). 	<ul style="list-style-type: none"> • It comes with three configuration screens: Job Destination (mandatory entry to include Metadata Path, Allow new folder and MetaData Format), Index Field (including Index name, label and field type), and Search Map.
OCR Plug-in	<ul style="list-style-type: none"> • This feature provides users with additional file formats including PDF, Word, Excel and RTF. • Users can choose the document language to be used in the OCR engine. • Users can choose whether or not images in a Word file should be retained. • User can choose to honor page breaks, background color or the name of an Excel worksheet. 	<ul style="list-style-type: none"> • This feature provides the capability for additional file formats including PDF, Word, Excel and RTF.

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