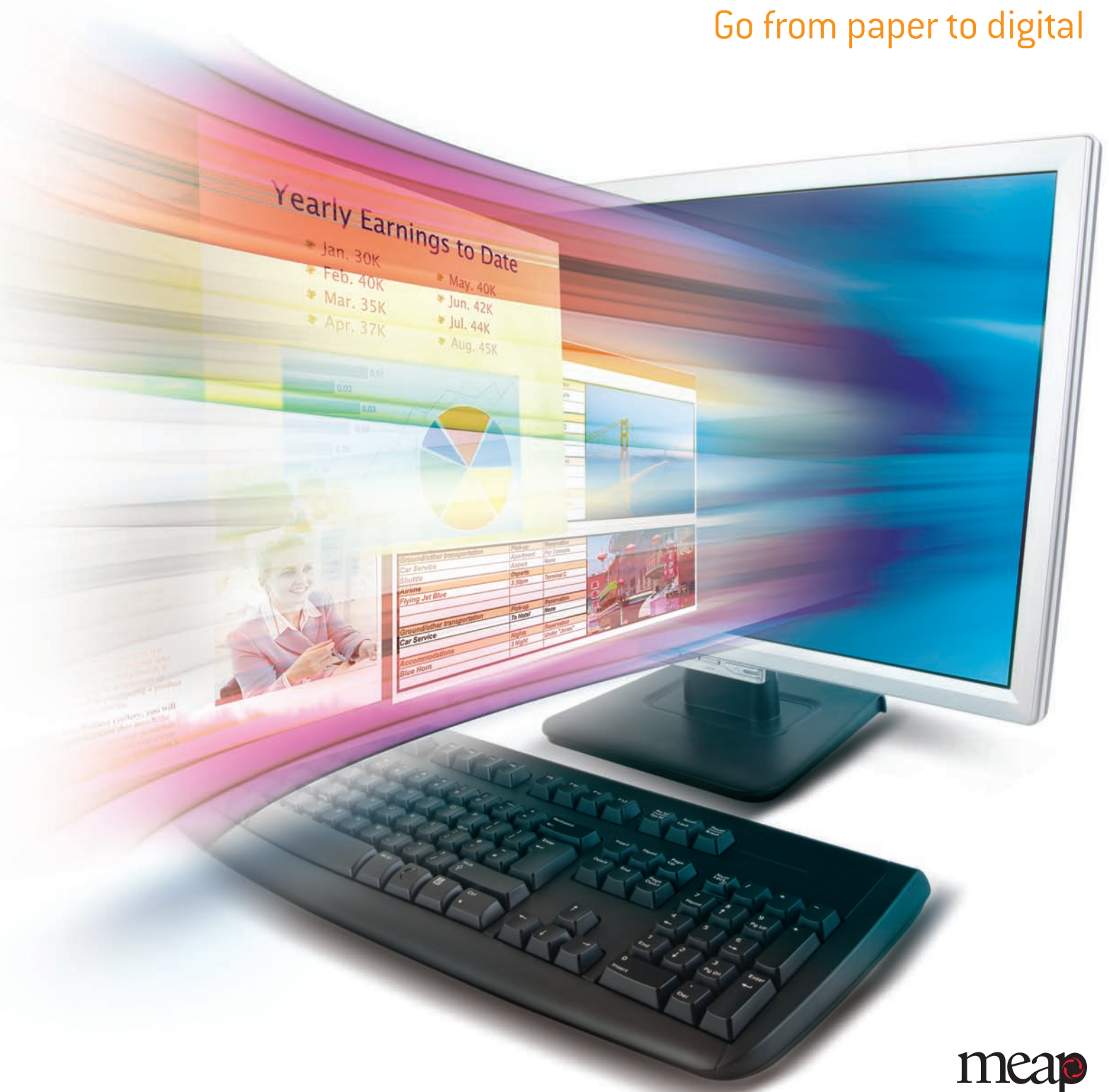


Canon

PaperToOffice Pro™

Go from paper to digital



Yearly Earnings to Date

- Jan. 30K
- Feb. 40K
- Mar. 35K
- Apr. 37K
- May. 40K
- Jun. 42K
- Jul. 44K
- Aug. 45K

Category	Item	Amount	Notes
Ground/other transportation	Pick-up	10.00	Home
Car Service	Limousine	20.00	Per 2 hours
Shuttle	Airport	5.00	Home
Flights	Departs	1.00pm	Terminal C
Flights	Arrives	3:30pm	Home
Ground/other transportation	Pick-up	10.00	Home
Car Service	Limousine	20.00	Per 2 hours
Shuttle	Airport	5.00	Home
Flights	Departs	1.00pm	Terminal C
Flights	Arrives	3:30pm	Home
Accommodations	Hotel	100.00	3 nights
Blue Hairs	Spa	50.00	Home

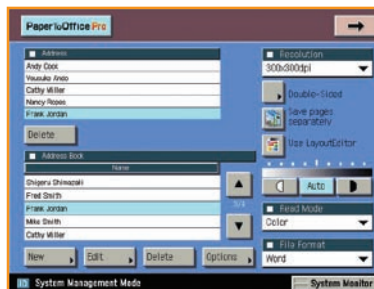
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Convert paper documents to electronic Microsoft® Office files automatically.

PaperToOffice Pro is a simple-to-use software application consisting of embedded and desktop components that convert paper documents to electronic Microsoft Office formats. Using PaperToOffice Pro, end-users are capable of scanning paper-based documents and selecting the Microsoft Office output type of their choice directly from an intuitive user interface at Canon imageRUNNER® MFPs.

Once scanned, the PaperToOffice PC client automatically executes the OCR engine and converts the file to Microsoft Word, Excel, PowerPoint®, text, or PDF. Using its high-accuracy OCR engine, PaperToOffice Pro allows all levels of users, from beginners to professionals, to extract characters from the scanned paper documents—automatically recognizing font size and color in the document.

By taking advantage of the imageRUNNER device's core scanning capabilities, users can easily scan single or multiple page documents, specify resolution, color depth, tone, and single/double-sided scanning. In addition, users can easily deliver documents to the appropriate destination by selecting them from the PaperToOffice Pro address list at the device.



Up to five addresses can be selected at the front panel of the imageRUNNER device.

Convert Paper Documents to Microsoft Office Data Using a High-Accuracy OCR Engine

PaperToOffice Pro contains a powerful, built-in OCR engine. Through this engine, documents are accurately and quickly converted to the file format selected by the user (Microsoft Word, Excel, PowerPoint, text, or PDF). PaperToOffice Pro delivers comprehensive OCR capabilities delivering key results as outlined below:

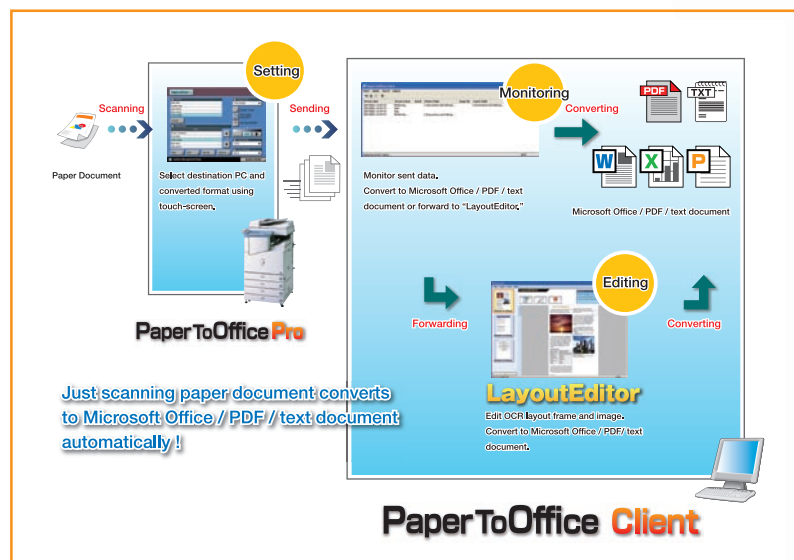
Microsoft Word: When a paper document is converted to an electronic Microsoft Word document, landscape or portrait format is automatically detected. The position of text and images, and the size and color of characters will also be recognized.

Microsoft Excel: Tables in a paper document can be converted to a Microsoft Excel file. Ruled lines are recognized automatically.

Microsoft PowerPoint: With PowerPoint documents, the position of text and images are recognized with great accuracy.

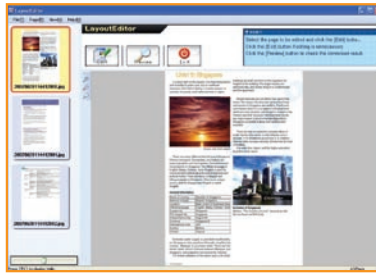
Text Document: The purpose of converting documents to text is to recognize character information only and convert them to text format. This is useful for recognizing and converting certain parts of a paper document and copying the data to another application.

PDF: Standard PDF and Searchable PDF can be generated. The characters in standard PDF can be edited using Adobe® Acrobat® Professional/Standard.



LayoutEditor: If the result of auto-recognition doesn't meet the user's standards at first, attributes in the scanned document can be edited by using LayoutEditor. This function makes PaperToOffice Pro capable of editing the document layout and converting image data using an automatic OCR process. By pressing the LayoutEditor button on the front panel of the imageRUNNER device, documents can be sent in the same way as auto-recognition.

LayoutEditor makes it possible for users to convert even the most complex documents, and is ideal for converting paper-based documents into Microsoft PowerPoint presentations.



Within LayoutEditor, you can manually recognize the document attributes including text, images, tables, and figures.

Customer Benefits

PaperToOffice Pro offers many benefits as described below. The most significant benefits however are its ease-of-use and ability to aide users in easily converting paper-based documents into usable Microsoft Office files.

Time-/Cost-Savings

- Manual labor time reduced (no need to retype or create documents from scratch)
- Easy deployment—no server, no administrator
- No need to prepare a special PC, just use your own PC (OS: Windows® 2000/XP/Windows Vista®)

Increased Productivity

- Ease-of-use that requires little training
- Integrated directly into the imageRUNNER MFP for simple operation
- Elimination/reduction of typing work

Application Environments

PaperToOffice Pro is positioned as an easy-to-use, general office application. This solution can be used in any market environment looking to improve the efficiency of work.



General Office

- Meeting materials including **financial reports** (Excel spreadsheet), **strategic plans** (Word), **press articles** (PDF, text), and **PowerPoint** slides.

Human Resources

- Paper-based **payroll information** and **resumes** can be captured and stored electronically for future use.

Healthcare

- A healthcare facility can use PaperToOffice Pro to convert **Medical Records** and **Patient Personal Information** into electronic format.

Simplify Your Document Creation

PaperToOffice Pro represents a new breed of application software, providing comprehensive capabilities in an extremely easy-to-use package. Forget about retyping or creating documents from scratch in cases where source files are not readily available—PaperToOffice Pro handles this and so much more.

With user access as simple as the touch of a button from select Canon imageRUNNER MFPs, users will wonder how they did without this unique productivity tool.

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