DATASHEET

## PaperPort® Professional 14

# Scan, Share, Search, and Organize Documents on your PC



If you're looking to streamline paperbased processes, save time (and money), and improve access to critical information, PaperPort Professional 14 is the answer.

PaperPort Professional 14 is the most

productive and cost-effective way for office workers or individual professionals to scan paper, create PDFs, organize, and find and all their important documents using a Windows computer.

Additionally, PaperPort 14 now delivers anytime-anywhere access to your most important files however it's convenient for you – using a PC, Mac, iPhone, iPad, or Android device.

See why millions of people – including lawyers, insurance and real estate agents, doctors, business professionals, and more – rely on PaperPort to eliminate paper and keep their documents and files organized.

## **Easily Find Recent Documents**

PaperPort keeps you organized, even if you're not. Now you can go directly to the folder containing the file you're looking for – in one easy step. You don't have to remember the name or content of the document you need and you won't waste time opening too many folders in search of the right file.

## **Faster, Superior Scanning**

With just one click of the mouse, you can scan and open documents directly in PaperPort. Improved scanner profiles let you create your own default names that are automatically applied when scanning – giving you more predictable results every single time.

## PaperPort Anywhere: Welcome to the Cloud

PaperPort Anywhere® connects your PaperPort 14 desktop on the PC to the cloud, so you get automatic access to your most important folders, files, documents, and photos via any device, including Mac® or PC.\*



## **Anytime-Anywhere on Mobile Devices**

With free applications for today's most popular mobile devices, you can browse, search, view, download, and upload documents to PaperPort Anywhere using your iPhone®, iPad®, and Android™ devices.



## The Power of PaperPort

#### Manage documents your way

PaperPort provides a single way to scan paper, create PDF files, and access, view, edit, and convert your files on your PC.

#### Create and combine PDF Files

Use PDF Create to easily turn any application file into 100% industry-standard PDF files or merge multiple files and formats into a single PDF file.

#### View, edit, and share PDFs faster

Includes a powerful PDF Viewer with more features than the free Adobe® Reader, so you can view, edit, and share PDF documents on your PC like never before.

## Convert paper into text

PaperPort converts paper to text in one, easy step. Just drag and drop a scanned document onto any text application in the PaperPort "Send-to" bar to create editable text for instant use in word processing or spreadsheet software.

#### Protect sensitive documents

Safeguard confidential information and ensure compliance with government regulations regarding document security. PaperPort's advanced PDF security features, like PDF passwords and encryption, let you control who can access specific documents and who can make changes.

#### Fill out forms quickly, neatly

FormTyper® converts scanned paper forms into electronic forms you can fill out, save as PDF, and email. It's fast, easy, and automatic.

#### Find information instantly

Now you can create searchable PDFs from digital files and scanned paper documents. Just enter keywords or phrases into Windows® or Google Desktop Search™ and quickly locate a specific file.

#### Works with any scanner

Make your all-in-one printer, mobile scanner, or desktop scanner faster and easier to use with PaperPort 14. Get better results, too.

#### Capture information on the go

No scanner nearby? No problem. Just take a picture of the document with your digital camera and upload it to PaperPort Anywhere or your favorite cloud service. Plus, you can easily convert pictures of documents to usable text.









## Maximum Security. Maximum Peace of Mind.

With security features such as full encryption of documents in transit, state-ofthe-art intrusion detection, and privacy certification, you can rest assured your documents, files, and personal information are protected.

## More Cloud Options: Nuance Cloud Connector<sup>†</sup>

Now you can gain access to a number of cloud services, including Microsoft Live SkyDrive, Google Docs™, Box.net, and many more. Plus, files are accessed in the PaperPort folder directory, so you can scan, stack, or unstack PDF files, and create PDF files directly in the cloud.

#### **Professional Features include:**

- PDF Create Assistant for advanced PDF creation and security
- Super-compressed scanned color documents
- Capture assistant with scanning preview
- Unlimited scanning profiles
- MFP scanning and document routing
- Split desktop and workspace bookmarks
- Microsoft SharePoint® Connector
- Network scanning and folder and file management

#### **Minimum Hardware Requirements**

- Intel Pentium compatible, or newer CPU
- 1 GB RAM
- 700 MB free hard disk space for application files and installation
- 1024x768 resolution display with 16 bit (High Color) or better
- Windows compatible pointing device

#### **Supported Operating Systems**

- Windows XP 32-bit SP3
- Windows Vista 32-bit and 64-bit with SP2 or higher
- Windows 7 32-bit and 64-bit

# Supported Web Browsers (Favorites and PDF Viewer)

- Internet Explorer 7+
- Firefox 3, 4 and 5.5
- Chrome 4, 9 (versioning changed)

### **DVD-ROM** drive (required for installation)

PaperPort Anywhere, Nuance Cloud Connector, Online Activation, Registration and Live Update

- Internet connection and web access necessary
- PaperPort Anywhere includes 1GB of storage. Terms subject to change. Visit www.paperport.com for details.

Note: Performance and speed will be enhanced if your computer's processor, memory, and available disk space exceed minimum requirements. This is especially true when converting very large color PDF files.

**Technical Support:** Nuance offers technical support via phone and email. Visit www.nuance. com/support for our current support policy.

The Nuance Open License Program is the most cost-effective way for your company or organization to easily purchase multiple units of PaperPort Professional 14, as well as services and support. For more information visit: www.nuance.com/sales/volumelicense/olp/.

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\* PaperPort Anywhere is powered by OfficeDrop † Nuance Cloud Connector is powered by Gladinet

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