

RightFax Connection

What It Is

The OnBase integration with RightFax[®] from Captaris allows corporations to more effectively manage both in-bound and out-bound fax transmissions. This integration creates the opportunity for all fax documents to be captured by RightFax and immediately archived into OnBase.

Enterprises can effectively save time and money by converting from multiple, traditional, stand-alone fax machines to production, networked faxing environments. Fax server solutions can be the answer to an organization's problems of slow and cumbersome traditional paper faxing. RightFax, which allows users to directly send fax transmissions from and receive fax transmissions to their desktops, provides production level systems for managing high-volume electronic delivery and receipt of business critical documents via fax, email and the Internet. RightFax integrated with the OnBase solution provides a single, back end system for document management and workflow capabilities at the enterprise or departmental level of any organization.

How It Works

The integration allows organizations to specify how all fax documents are configured for automatic import into the OnBase system upon their receipt at the RightFax Server. The solution captures both in-bound and out-bound faxes by polling the RightFax Server at user-specified intervals. Faxes can be archived into OnBase on a per-RightFax-user account basis. The index information maintained by RightFax for individual faxes can be retained as OnBase keywords. Once archived, the fax either can be assigned to a document type, enter a workflow lifecycle for continued routing and indexing or be sent to a scan queue for document type assignment and indexing.

Who Will Benefit

Most enterprises will benefit from the elimination of traditional paper faxing and the costs associated with stand-alone fax machines. Customers using RightFax and OnBase will have the opportunity to manage all their business-critical documents online with electronic images of those documents. OnBase provides the ability to immediately make available all fax documents from RightFax to either select or all users within an enterprise. As fax documents from RightFax are archived into OnBase, users will have the ability to manage documents online with the OnBase Client. Customers utilizing the integration can make available any image and related documents within an OnBase Workflow lifecycle or available over the Internet or the corporate intranet.

Technical Features

- Fully scalable and configurable integration.
- Opportunity to eliminate traditional fax equipment.
- Opportunity to eliminate paper-based fax documents.

Business Benefits

- Departmental or enterprise level deployment.
- Immediate archival of fax documents into the OnBase system.
- Configuration allows for automatic assignment of document types.
- Configured keywords are captured based upon those document types.
- Faxes can enter a workflow lifecycle or scan queue for further routing and indexing.

System Requirements

- OnBase Client (version 3.7 or greater)
- RightFax Client and Server software (from Captaris)
- RightFax Integration Module
- Microsoft Windows NT 4.0 or 2000 Server with OnBase Core Services API installed
- Microsoft Windows NT, 98, 2000 or XP Workstations.
Supported SQL Database (SQL Server 7/2000, Oracle 8+, Sybase SQL Server 11.5, Sybase SQL Anywhere 5.5.04/7.0.1)

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