

SOLUTION BENEFITS:

- Empowers organisations to initiate automated document centric business processes.
- Crawls network file shares, email servers, and supported EDRMS platforms.
- Automatically identifies and inventories documents.
- Monitors repositories for new or updated documents in real time.
- Supports flexible scheduling (daily, weekly, custom) to ensure timely document capture.
- Works with EzeScan's Remote
 Indexing Assistant (RIA) to locate
 specific file types and sensitive
 content (e.g. PII, PCI).
- Seamlessly routes documents into RIA workflows for review, approval, classification, redaction, OCR, and much more.
- Aligns with business rules and compliance requirements.
- Supports document versioning, deletion, replacement, and redirection to controlled locations.
- Inserts document stubs with reason codes or links for deleted files, maintaining audit trails.

Kickstart Your Intelligent Document Workflows with EzeScan's Document Repository Analyser!

EzeScan's Document Repository Analyser (DRA) is a powerful component of the EzeScan WebApp suite, purpose-built to streamline the identification and ingestion of documents into your intelligent processing workflows.

DRA can be configured to crawl network file shares, email servers, and supported EDRMS platforms, automatically locating and cataloguing documents. It compiles a detailed inventory of files, capturing essential metadata such as repository name, file name, location, creation date, and processing status. When integrated with EzeScan's Remote Indexing Assistant (RIA), DRA becomes part of a robust, end-to-end intelligent document processing solution- empowering your organisation to automate, analyse, and act on documents with confidence.

Automated Monitoring & Scheduling

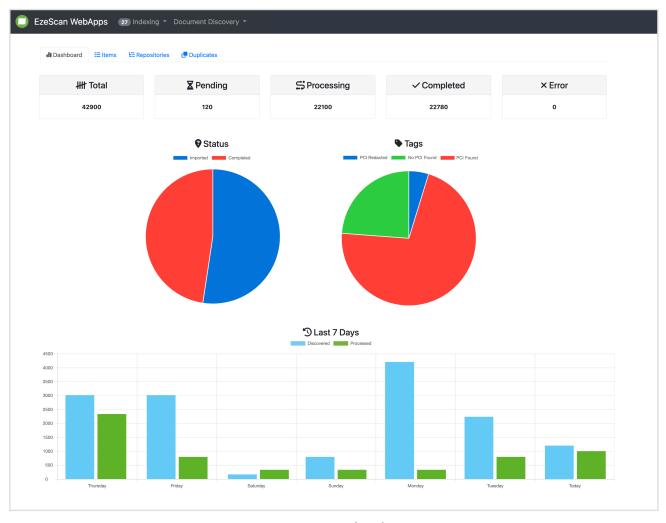
EzeScan's Document Repository Analyser (DRA) delivers robust automated monitoring and scheduling capabilities, giving organisations continuous visibility into their active repositories. DRA can be configured to monitor designated ingestion locations, such as network file shares, email servers, and supported EDRMS, for newly added or updated documents, ensuring no file goes unnoticed. With flexible scheduling options, DRA can perform document scans at designated times or intervals, daily, weekly, or custom, minimising manual effort and enabling consistent, timely document capture.

Smart Document Searches

Document Repository Analyser (DRA) works in tandem with EzeScan's Remote Indexing Assistant (RIA) to enable intelligent, targeted document searches across your organisation's repositories. RIA can be configured with specific identifiers to locate certain file types such as PDFs, Word documents, or scanned images, and search for documents containing sensitive or critical information, including personally identifiable information (PII), credit card numbers (PCI), and more. Once documents are identified, users can assign custom metadata tags to classify and organise them within the repository.

Automated Workflows

Once documents are identified, EzeScan enables organisations to automatically route them into the appropriate document processing workflows for further action. Whether it's review, approval, classification, redaction, file conversion, OCR, duplicate check or integration into an EDRMS, these workflows can be aligned with your business rules and compliance obligations. EzeScan also supports flexible document versioning, allowing users to delete, replace or save new versions of files to designated locations. Where documents have been deleted, DRA can insert document stubs with reason codes or document links to redacted controlled document locations such as EDRMS.



Document Repository Analyser (DRA) Dashboard Screen

The EzeScan Advantage

EzeScan provides fast, cost effective capture and business capture and process automation solutions including simplified document back scanning, accounts payable, robotic process automation, forms data extraction, mailroom/correspondence automation and highly integrated EDRMS capture. With thousands of installations in Australasia, North America and the UK, EzeScan is your ideal digital transformation provider.



T: 1300 EZESCAN (1300 393 722)

E: sales@ezescan.com.au W: www.ezescan.com.au

Copyright © 2004 - 2025 Outback Imaging Pty Ltd TM. *Trademarks belong to their respective owners.

UK

T: +44 20 3535 0645 E: sales@ezescan.co.uk

E: sales@ezescan.co.uk
W: www.ezescan.co.uk

North America

USA: +1 (323) 990-3740 Canada: +1 (647) 264-7788 E: sales@ezescan.com W: www.ezescan.com