



DEVELOP

Dynamic balance

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YSoft SafeQ Discover smarter ways of working

Reducing costs, improving productivity, increasing data security: the issues that concern any business today must be tackled by good enterprise office solutions. YSoft SafeQ does exactly that. This print management and document capture solution is designed to meet the growing needs of firms – large and small – to effectively manage and reduce printing costs, create more efficient digital workflow processes and increase document security. YSoft SafeQ is not only feature-rich but also absolutely scalable with a modular design that enables you to choose precisely the configuration you need.

YSOFT **SAFEQ™**

Why YSoft SafeQ is right for you

YSoft SafeQ is the right print management solution for your business if these are your needs:

- Reducing printing and related costs across your business with everyone still able to print and copy at any place and time
- Reporting who printed what, when, where and how much – with print costs allocated to the correct cost centre
- Ensuring document security by eliminating unauthorised access to confidential documents and critical corporate information
- Connecting all offices and branches to facilitate document release
- Simplifying scanning and document workflows
- Driving digitisation forward across work processes and routines
- Improving overall efficiency by increasing workflow automation

Modular structure

The eight modules that make up YSoft SafeQ give you a highly flexible and convenient print management and document capture solution that leaves hardly any user request unfulfilled. Once installed on your company server, YSoft SafeQ tracks any print job produced in your network, monitors all your multifunctional office devices and network printers, and provides full control and transparency on what is printed when, by whom and on which device.

Easy to use

YSoft SafeQ is accessed via a harmonised, easy-to-use web-based administrator interface that is highly intuitive thanks to the customisable dashboard. Administration of this system is straightforward with not much of a learning curve needed. Moreover, YSoft SafeQ offers functionality-enhancing connectors to third-party, on-premise and cloud destinations such as Box for Business, Google Drive and Microsoft OneDrive.

If you want to manage and protect your entire print infrastructure with the utmost efficiency, YSoft SafeQ is the solution for you.





Authentication Print Roaming

KEEPING CRITICAL INFORMATION SAFE

Safeguarding documents and confidential corporate data against unauthorised access is a challenge any company faces these days. The YSoft SafeQ Authentication module provides convenient user authentication at an output device via user name and password, PIN or ID card to make printing reliably secure.

To control who is printing or scanning, eliminate any chance of prints lying unattended in a printer tray and prevent unauthorised users from transmitting scanned documents outside your company, you need YSoft SafeQ Authentication, the module that helps you enhance document security. It prevents uncontrolled access to office devices by blocking them until a user authenticates either on the embedded device terminal or via an external one attached to the device. Users authenticating via an ID card enjoy the greatest convenience thanks to the card's self-registration feature that is activated when they first use YSoft SafeQ. This module ensures critical information does not fall into the wrong hands, access is limited to authorised persons and you can keep a close check on who is printing what and when.

ENABLING ANY PLACE, ANY TIME PRINTING

If your operations are spread across different buildings or branches, your staff will need to be flexible in where print jobs can be processed and printed. The YSoft SafeQ Print Roaming module gives users the freedom to have print jobs submitted and released for printing anywhere within a specific network – regardless of geographical distance.

If your staff can submit print jobs in one location and print the documents elsewhere, you will not only enable them to work wherever they have to, but also have a more efficient print network. YSoft SafeQ Print Roaming enables documents to be printed wherever they are required – in a different office, building or branch and even on a different continent! The technology YSoft SafeQ uses for this function requires only a very small amount of your network's bandwidth and thanks to a recent enhancement with Client-based Print Roaming, YSoft SafeQ can lower the number of print servers you need by utilising the power of workstations. Besides the benefits of being able to print at any place and any time, this module enables print jobs to be conveniently collected for a selected printer, frequently used documents easily reprinted, and collaboration improved through sharing print queues within a team or department.

Reporting

CONTROLLING PRINTING AND SCANNING COSTS IN SAFE

If your business is spread across numerous offices, buildings and branches, it can be extremely difficult to keep your printing and scanning under control. The YSoft SafeQ Reporting module tracks and accounts for all jobs printed or scanned across your printing environment – so you know who, what, when and where.

One of the key preconditions for a lasting reduction in printing and scanning costs or at least ensuring they stay within allocated budgets is monitoring of your users' printing and scanning behaviour. That way, you know which departments, services or users are responsible for specific printing or scan-

ning costs. YSoft SafeQ Reporting is a centrally installed reporting tool that will track all printing and document capturing activities throughout your company and also provide you with detailed overviews in tables and graphs. This information can be used to create comprehensive monthly, quarterly or yearly reports on the entire print environment to see who causes which costs. YSoft SafeQ even allows the creation of green reports on how much your print savings are reducing timber or water usage and reducing CO2 emissions. As a result, you will be able to more easily keep your printing and scanning costs under control and allow those responsible for generating reports to do so quickly and conveniently.

Rule-based Engine

CUTTING THE OVERALL COST OF PRINTING

To control what and how much your staff are printing, you need to establish and monitor rules that optimise print document workflows. The YSoft SafeQ Rule-based Engine module helps you to manage your print infrastructure efficiently and thus cut the overall cost of printing.

If you want to restrict the amount of colour printing to reduce toner costs or ensure that not every single unimportant e-mail is printed out, YSoft SafeQ Rule-based Engine is the right solution as it enables printing costs to be reduced quickly, reliably and efficiently. This module offers you a broad range of different user roles that can be allocated to

individual users or user groups. YSoft SafeQ then applies the corresponding rules to all incoming print jobs from a particular user or user group so that jobs will only be printed if they comply with the rule conditions. If that is not the case, the user is informed accordingly. Besides ensuring specific print rules are adhered to, this module also enables your entire printer fleet to be used to capacity by strictly allocating print jobs to suitable devices, e.g. large jobs to high-volume printers. Moreover, YSoft SafeQ enhances document confidentiality through automatic watermark imprints on documents with sensitive content.

Credit & Billing

EASY CHARGING FOR PAY-PER-PRINT SERVICES

If your organisation is in the education or public sector, e.g. a university or public library, you probably offer printing, copying and scanning facilities and naturally need to charge users for such services. The YSoft SafeQ Credit & Billing module provides you with a convenient, time-saving and easy-to-use solution for pay-per-print services.

Whether you want to charge users for printing, copying or scanning, allocate individual pricing arrangements to different user groups or offer users the chance to recharge their accounts via an online payment gateway (e.g. PayPal) or cash payments at a terminal, YSoft SafeQ Credit & Billing is the module you need. It allows users to conveniently recharge their account, even to pay for a meal or coffee at a cafeteria, as well as enjoy pay-per-print services. This module offers you three different recharge options: the staff cash desk for face-to-face cash payments; the self-service top-up at a terminal where payment can be made with bills and coins; and online recharging via PayPal or other payment gateways. The benefits for you are a reduction in administrative work, greater flexibility and time savings. Those who use your services will enjoy the enhanced convenience.

Mobile Printing

MAKING MODERN-DAY MOBILE WORKING POSSIBLE

As mobile working becomes increasingly common, mobile workers need to be able to print and scan from their mobile devices – wherever they happen to be working. The YSoft SafeQ Mobile Printing module gives your staff the mobility they need.

If sales people need to print in any of your branches or employees have print documents at short notice, e.g. for important meetings, YSoft SafeQ Mobile Printing is the answer. It enables documents to be printed from anywhere at any time and collected when needed at the selected printer. Moreover, a built-in document converter means that MS Office or LibreOffice are no longer required. This module not only gives users the freedom to work wherever they want, it also increases their overall efficiency productivity. Functions such as e-mail submissions, web upload of print jobs and submission of documents from iOS devices via the native print function embedded in iOS and OS X devices mean a maximum of convenience for all users, especially as no app is required on client devices. And you benefit from the increased efficiency and productivity mobile working makes possible.



Managed Workflows

SCANNING WORKFLOWS TO SUPPORT DIGITISATION

Digital workflow processes allow more efficient and smarter ways of working. But the precondition is document digitisation to facilitate document distribution and sharing. The YSoft SafeQ Managed Workflows module enables you to automate processes via document capturing workflows and install efficient, comprehensive and straightforward scanning functionality for both users and administrators.

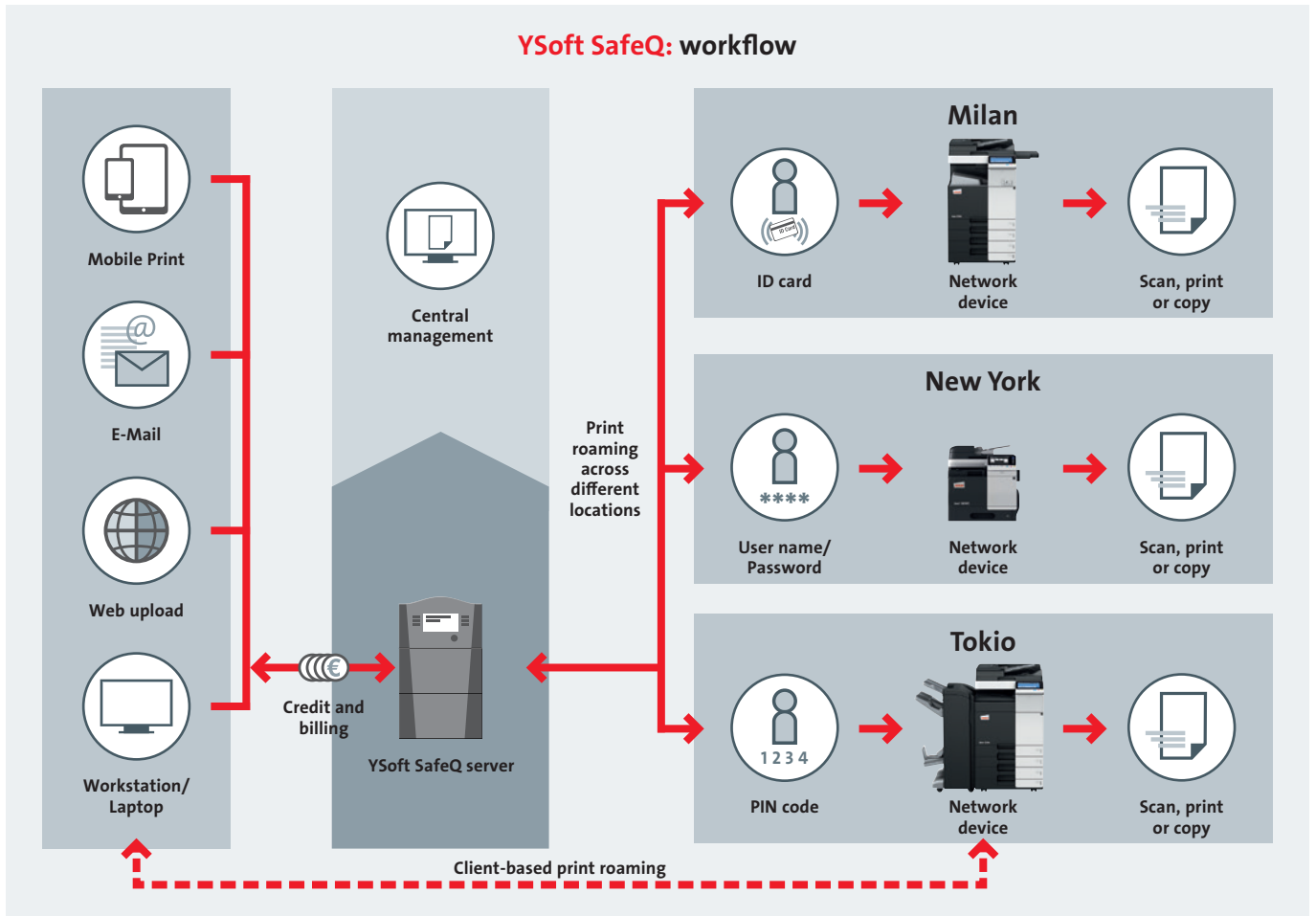
YSoft SafeQ not only lets you manage and keep track of all your printing operations, it also enables advanced scanning functions and offers a growing library of optional connectors to third-party applications such as OneDrive, Google Drive or Box to Business for convenient storage and sharing of captured documents. What's more, this module allows individual scan workflows to be created based on specific devices, locations, users, roles and departments.

YSoft SafeQ Managed Workflows actually consists of two workflow modules:

- > **Core workflows:** This standard module enables basic document capturing tasks such as scan-to-e-mail, scan-to-home folder, one-click-scan and the scan-to-script function for automating specific workflows.
- > **Advanced workflows:** This module offers high-level document capturing features such as first-class OCR, searchable PDF, MS Word and MS Excel, blank page removal, image clean-up, append or prepend pages and highlight text naming, which allows users to mark specific text in the original document with differentiating colour pens.

For both users and administrator YSoft SafeQ Managed Workflows takes the complexity out of scanning, e.g. through a single straightforward menu, and provides predefined templates for easy generation of workflows for users or groups. Your business will benefit from streamlined office routines, enhanced productivity and greater user convenience.





YSoft SafeQ

RECOMMENDED HARDWARE

Memory

8 GB free RAM

Hard disk space

100 GB free disk space (after installation)

Appropriate connection to storage, for example with a throughput of at least 150MB/s and 300 IOPS for 50 devices; please contact your service representative for your individual requirements

CPU

Dual Core 2 GHz processor or higher

Network

1 Gbit/s

Additional information

Alternatively, installation in a VM with at least 2 cores and memory reservation set to the full amount of RAM allocation

OPERATING SYSTEMS

Operating systems

Windows Server 2008 (32/64)

Windows Server 2008 R2 SP1 (32/64)

Windows Server 2012 (64)

Windows Server 2016 (64)

SUPPORTED LANGUAGES

User interface

YSoft SafeQ Client:

English, French, German, Spanish, Chinese (simplified/traditional), Czech, Hungarian, Japanese, Polish, Russian, Slovak, Catalan, Croatian, Danish, Dutch, Estonian, Finnish, Greek, Indonesian, Italian, Kazakh, Korean, Latvian, Lithuanian, Malaysian, Norwegian, Portuguese (Brazil/Portuguese), Romanian, Serbian (Latin/Cyrillic), Slovenian, Swedish, Thai, Turkish, Ukrainian

External and Embedded Terminals:

English, French, Italian, German, Spanish, Bulgarian, Chinese (simplified/traditional), Croatian, Czech, Danish, Dutch, Estonian, Finnish, Greek, Hungarian, Japanese, Kazakh, Korean, Latvian, Lithuanian, Norwegian, Polish, Portuguese (Brazil/Portuguese), Romanian, Russian, Serbian (Cyrillic/Latin), Slovak, Slovenian, Thai, Turkish, Ukrainian, Arabic, Hebrew, Indonesian, Malaysian, Catalan, Swedish

Admin interface

English, French, German, Italian, Spanish, Chinese (simplified), Czech, Danish, Hungarian, Japanese, Polish, Portuguese (Brazil/Portuguese), Romanian, Russian, Slovak, Turkish, Dutch

The support and availability of the listed specifications and functionalities varies depending on operating systems, applications and network protocols as well as network and system configurations.

DEVELOP

For more information regarding the
YSoft SafeQ Enterprise Suite please refer
to the respective product homepage.

