



KYOCERA
DMS LINK 4.0
FOR EDUCATION

THE LABOR-INTENSIVE PAPER CHASE.

MIGRATE INFORMATION INTO A SECURE DIGITAL FORMAT.



WITH KYOCERA MFPs AND DMS LINK 4.0 FOR EDUCATION,
USERS HAVE A FLEXIBLE ON-RAMP TO MIGRATE
STUDENT-RELATED INFORMATION INTO A SECURE
DIGITAL FORMAT.

Public and private schools, colleges and universities, are under daily pressure to manage enormous volumes of paper. Administrative staff may be preparing event calendars, newsletters and board packets, while teachers create curriculum materials, exams, quizzes and presentations.

On any given day, output volumes can easily reach into the tens of thousands. With budgets tighter than ever, transitioning away from paper-based, labor-intensive processes is imperative. As such, educational institutions welcome any technology that will improve internal processes and drive down operating expenses.

It's logical to make the move from paper to digital documents, a strategy that enables teaching staff to spend more time on student-facing activities instead of paperwork, and administrative staff to focus on higher-level priorities than maintaining hardcopy files. Going "electronic" can significantly improve productivity and dramatically reduce associated costs.

SEAMLESS DOCUMENT SHARING..AND SO MUCH MORE

DMS Link 4.0 for Education enhances core scanning functionality by providing a simple way to index, archive, retrieve and print course registration and enrollments forms, as well as track individual student progress. The innovative combination of KYOCERA MFP technology and DMS Link 4.0 for Education can help build a flexible on-ramp to

migrate student-related information into a secure document filing and retrieval system. The result: Administrators and other educators are able to optimize operational efficiency, environmental sustainability and regulatory compliance.

HYPAS

KYOCERA's HyPAS (Hybrid Platform for Advanced Solutions) is a powerful and scalable software solution platform. Through direct enhancement of the MFP's core capabilities, to the integration with widely accepted software applications, HyPAS will enhance your specific document imaging needs, resulting in improved information sharing, resource optimization and document workflows.

EFFICIENT PAPER CAPTURE & DISTRIBUTION

KYOCERA MFPs offer a powerful platform that supports copy, print, fax and scan functionality to create a seamless digital document workflow within any educational institution. For example, the standard scanning features enable teachers and staff to quickly route documents to an e-mail recipient, shared network folder, or an administrator's desktop. DMS Link 4.0 for Education, a KYOCERA business application expressly developed for education, lets you take it one step further. With DMS Link 4.0 for Education preset workflows (for common educational processes) can be simplified:

- › **Activity Registration/Enrollment** – Enable front-office staff to manage student participation in school activities, such as clubs, athletics and class trips.
- › **Course Registration** – Provide easy access to available courses and final class schedules by student or area of study.
- › **Student Progress Tracker** – Help teaching staff archive indexed records that facilitate tracking of individual student performance based on goals and requirements

For Windows environments, your institution can create editable file types such as PDF, Word and Excel using the optional Optical Character Recognition powered by OmniPage® OCR. Its robust capability lets you fully extract content while preserving the format of each element, whether it is text, image or spreadsheet, thus saving you time and increasing productivity. In addition to the preset workflows, with DMS Link 4.0 for Education custom workflows can also be created for other more specialized workflow requirements including:

- › Board Packets/Minutes
- › Curricula
- › Event Calendars
- › Transcripts
- › Budget Reports
- › Newsletters
- › Handouts
- › Memos

ITEM CODE DESCRIPTION

855D200641 DMS Link 4.0 for Education

855D200642 DMS Link 4.0 for Education
powered by OmniPage® OCR

For the latest on connectivity visit www.kyoceradocumentsolutions.com/us
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APPLICATION SCENARIO

THE CHALLENGE:

A K-12 school district was seeking quotes for equipment to replace ten slow, outdated black-and-white MFPs and 15 costly color inkjet printers. The administrative and teaching staff needed reliable office technology that could handle the daily demands of a bustling school system, where space is at a premium. Filing cabinets and desks overflowed with paper. Registration forms and signed permission slips (required for students to participate in clubs, sports and field trips) made up the bulk of that overflow. Besides handling routine copy, print and fax tasks, the school needed equipment that would significantly streamline document workflow.

THE PROPOSAL:

The recommendation included replacement of the 25 legacy copiers with 13 centralized, high-volume KYOCERA Color MFPs, each equipped with embedded DMS Link 4.0 for Education. Beyond the standard copy, print and fax functionality, this combination of hardware and a KYOCERA business application would enable the seamless scanning and archival of course and activity registration/enrollment forms for on-demand retrieval. Furthermore, DMS Link 4.0 for Education's Student Progress Tracker workflow would help teachers maintain progress reports in a secure repository, making it easy to access and review individual student records.

THE RESULT:

The implementation of the KYOCERA Color MFPs enabled the school to shift copy and print volumes away from less efficient, high cost inkjet printers. In addition, the school now leverages a robust, customized scanning solution – DMS Link 4.0 for Education – in order to capture student-related forms in easy-to-manage digital form. As powerful KYOCERA MFPs address the school's daily document processing needs, DMS Link 4.0 for Education extends system functionality to enhance the storage of and accessibility to critical student information.