

WinBacs:Docs

Cut costs, improve efficiency and streamline your financial document distribution processes

Today's economic climate demands that businesses reduce overheads and work more efficiently. Organisations need to streamline the production and distribution of documents by removing manual processes from Finance and Accounting departments.

What does WinBacs:Docs do?

WinBacs:Docs is designed to take standard document output from your ERP, business application or finance system and produce a more professional, richly formatted document. These documents can then be delivered by utilising least-cost routing where documents that can be delivered electronically by fax and email are prioritised over printing and posting.

Relative costs of producing and delivering documents	
Email	£0.01 per document
Fax	£0.05 per document
Printed & Posted	£1.00+ per document

System Architecture

WinBacs:Docs is designed to sit alongside your existing applications and compliment their functionality without being dependent on other software or applications.

WinBacs:Docs is designed to install on a designated PC and can also run on multiple PCs if required. It can be installed as a module of WinBacs or as a standalone solution.

Compatibility

WinBacs:Docs can accept output from your ERP business application and finance system in the following formats:

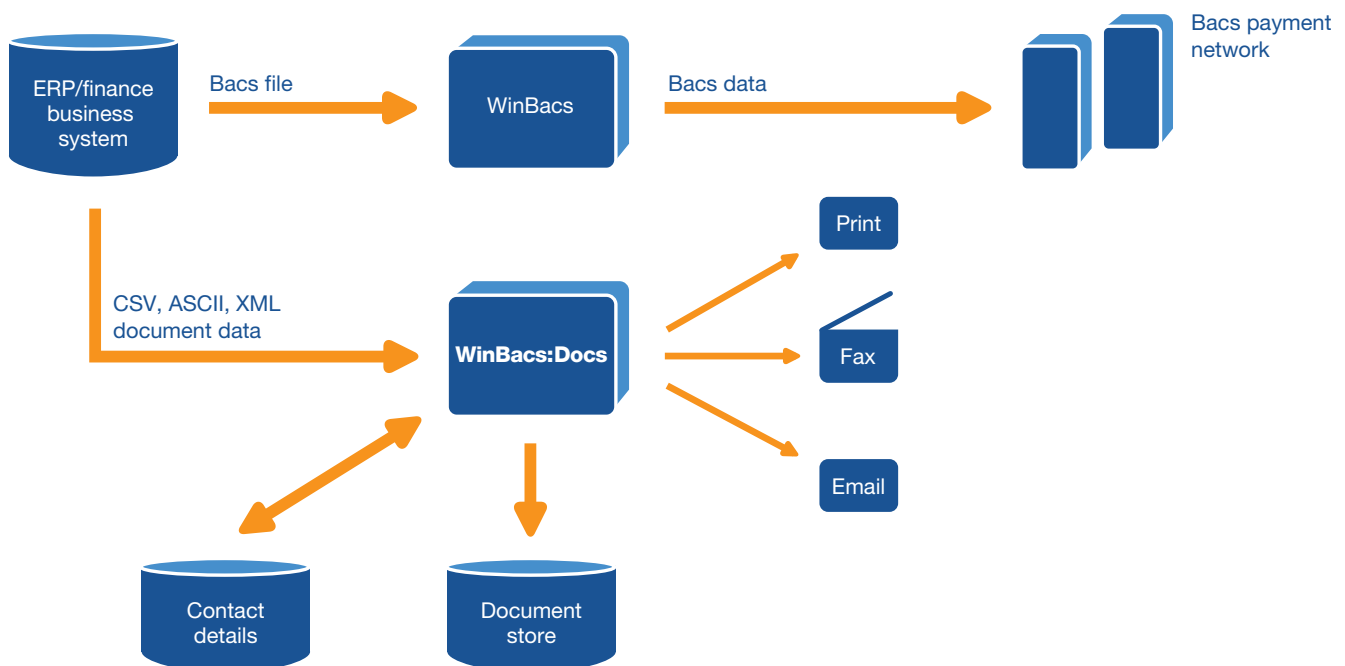
- XML
- CSV
- ASCII

WinBacs:Docs can connect to:

- any printer on your network
- the Microsoft desktop fax functionality on the designated PC
- the SMTP mail server in your organisation

For more information visit:

www.bottomline.co.uk/document_management/winbacsdocs



Product Feature	Business Benefits
Formats documents with pre-designed template	Produce more professional looking output
Utilises least-cost routing	Automatically reduces delivery costs on all outgoing documentation
Faster document delivery	Decreased document processing times
Automatic processes	Reduced need for manual intervention, streamlines processes and reduces human error
Supports WinBacs	Compliments WinBacs with supporting payments documentation
Accepts files from any business application	Any document type can be improved
Look-up contact details	Can use additional contact information not supplied in the data file
Users can configure document details	Easily amend contact information, logos, branding and personalisation
Document store for sent batches	Storage, retrieval and reprint of individual documents
Multiple document templates supported	Increase cost savings by delivering several different documents through WinBacs:Docs

Further Options

Expand and extend WinBacs:Docs' functionality with:

- **Additional document templates:** to increase savings across the business.
- **Customise your templates for maximum impact:** Bottomline can produce bespoke tailored documents for more personalised communication.
- **Upgrade:** to one of Bottomline's other solutions for added functionality such as Document Designer, unlimited document output and advanced server configuration.

Technical Specifications

PC Requirements	System Requirements
<ul style="list-style-type: none"> ■ PC running MS Windows XP SP2 or Vista SP1 ■ 2GB memory ■ 1GB free disk space ■ MS IE 6.0 (or higher) 	<ul style="list-style-type: none"> ■ SMTP Mail Server ■ MS compatible fax modem ■ Printer

About Bottomline Technologies

Bottomline Technologies (NASDAQ: EPAY) provides collaborative payment, invoice and document automation solutions to corporations, financial institutions and banks around the world. The company's solutions are used to streamline, automate and manage processes involving payments, global cash management, transactional

documents and invoice approval. Organisations trust these solutions to meet their needs for cost reduction, competitive differentiation and optimisation of working capital. Headquartered in the United States, Bottomline also maintains offices in Europe and Asia-Pacific. For more information, visit www.bottomline.co.uk.



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