imageRUNNER ADVANCE Productivity Solutions

Simplifying Multistep Workflows
Our Executives Face Many Document-Related Challenges Each Day. Shouldn’t Our Office Equipment Help Us Get That Work Done?

Simple Tasks Often Require Several Steps Through Different Screens.

Users don’t have the ability to automate regular processes, so they spend more time on each task.

1. Scan hard-copy pages
2. Save files to PC
3. Send scanned file to another department
4. Archive the file

We Need to Cut Down On Mistakes That Waste Time and Resources.

Must send document to several destinations one at a time.

Scan Hard Copies
Locate at PC
Apply Filename
Add Index Information
Send for Approval
E-mail to Shipping
Fax to Head Office
Save to Archive

Must manually complete several precise tasks for each document, every time, exactly the same way.

“I never received that document.”

What Good Are “High-Tech” Features When They Are Too Difficult to Use?

For most offices, access to print, copy, and scan capabilities are essential needs. But when problems arise, the resulting backups and delays can drag down everyone’s productivity.

Have you noticed whenever you urgently need a printout, office technology just doesn’t cooperate?

“Why must I so carefully reselect all the specific print settings for these copies I must distribute each week? There’s got to be an easier way.”

We need to eliminate the extra steps and guesswork from scanning.

Simplify Your Multistep Workflow Processes into Single, Effortless Operations.

Canon solutions can boost office productivity by simplifying the workflows you use every day into one-touch buttons. These customized buttons enable your staff to execute tasks in an accurate, repeatable, consistent fashion.

Pages can be scanned, copied, archived, sent — or a specific, predefined combination of these activities can play out according to each isolated need.

Once a customized button is set — for a scan-and-send process in this example — any authorized staff member can simply place documents in the device feeder and press the desired workflow button to accomplish that task.

Reduce Errors in Sending Operations Because the Process Is Already Defined.

With one press of the Workflow Composer button — documents can be sent several places.

Numerous settings are all remembered and executed perfectly each time.

Recipients always get what they expect. Server folders reliably have archived copies of files from each process.

Prevent and Overcome Common Bottleneck Trouble Spots with Ease.

Workflow Composer and Quick Menu buttons enable you to perform common device operations quickly and easily, while helping to reduce errors.

Users can create one-touch workflow buttons from the touchscreen interface of an imagerRUNNER ADVANCE device that can be designated as either personalized or shared.

This way, if only one person needs access to a particular automated workflow, it can be presented in that user’s personalized Quick Menu.

Similarly, a customized button that streamlines a process many workers will benefit from can be shared among a whole company or department.
Workflow Composer

Through Workflow Composer, you can set up one-touch smart buttons programmed to execute commonly needed, multiple-step document processes quickly and conveniently.

These buttons help automate the sophisticated input and output features of imageRUNNER ADVANCE systems through simple macros, as well as enhancing workflows through a number of standard and optional connectors and features.

Once a customized button is set, any authorized staff member can simply place documents in the device feeder and press the desired workflow button to accomplish that task. Once complete, workers are free to refocus on their higher-level work challenges.

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These customized, one-touch workflow buttons can be designated as either personalized or shared. This way, if only one person needs access to a particular automated workflow, it can be presented in that user’s personalized Quick Menu. Similarly, a customized button that streamlines a process many workers will benefit from can be shared with a department or an entire company.

By incorporating complex workflows into one-touch buttons on the imageRUNNER device, end users are more productive and can focus on activities more strategic to their jobs and the organization.