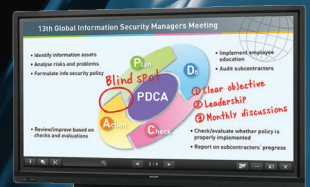
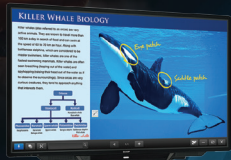


# SHARP®

## WORKFLOW SOLUTIONS FOR LEGAL SERVICES



"2019 Copier MFP Line of the Year"

Gain powerful document processing capabilities and help meet regulatory compliance with Sharp multifunction document systems.

## A NEW BENCHMARK OF INNOVATION FOR LEGAL ENVIRONMENTS

law firms

Sharp multifunction document systems offer innovative workflow solutions for legal environments to help manage various types of case documents and client matter as well as enhance collaboration in the office, while helping to control copy, print and scanning expenses.

### Highlights

- Standard Cloud Connect features make it easy to collaborate and share information with clients and other staff using popular services such as Microsoft® OneDrive™ for Business, SharePoint® Online, Box, Dropbox, Google Drive™ and others.
- Sharp multifunction document systems are compatible with popular job accounting and client billing applications, which can help legal firms of all sizes manage client costs with greater efficiency.
- Index case files with available Bates stamping using integrated applications such as Drive | Image™, which works seamlessly with most Sharp models, minimizing administration time and cost.
- Gain convenient access to printing from mobile devices, such as tablets and smartphones. Sharp can also help legal firms adopt Bring Your Own Device (BYOD) initiatives through innovative applications and support for popular mobile platforms and operating systems.

Sharp offers a range of secure workflow solutions to help legal firms not only better manage traditional printing and scanning of case information, but also embrace emerging technologies. Coupled with other Sharp products for legal environments, including AQUOS BOARD® interactive display systems, these workflow solutions can enhance collaboration and help bring greater efficiency to law firms.

Bring visual collaboration and efficiency to time sensitive legal projects with Sharp interactive display systems.

Client Meeting  
today at 4pm!

Prerequisites

1. Legal Advice
2. Advocacy Hearings
3. Drafting Papers
4. Oral Arguments
5. Final Presentations



# ADVANCED TECHNOLOGIES FOR LAW FIRMS

Enhance collaboration, manage client costs, and help meet regulatory compliance with secure, easy-to-use interactive workflow processes.

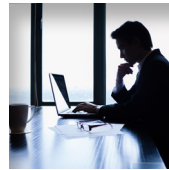
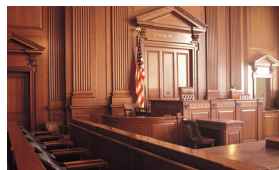
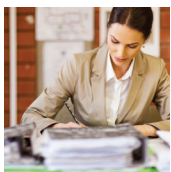
Sharp offers exciting and innovative solutions to help legal firms embrace new technologies and enhance document workflow processes for the 21st century, while helping ensure organizations maintain IT security, control costs and meet regulatory compliance.

## ***Integrated Cost Accounting and Billing Code Solutions Help Control Costs***

Sharp, in combination with Sharp Partner Program members offer print management solutions for all sizes of legal environments to help firms allocate print costs for client matter. In addition to a built-in billing code feature, most Sharp MFPs are compatible with popular job accounting and client billing applications such as PaperCut MF™ and Kayleigh job accounting software, which offer simplified access-control and cost recovery features.

## ***Organize Legal Documents with an Easy-to-Use Bates Numbering System***

Gain better control of case file documents with a Bates numbering solution, such as Drive | Image. Bates numbering makes it easy to index case files for quick identification and retrieval. Drive | Image is a powerful document capture and routing solution that is ideal for legal environments. Best of all, Sharp MFPs offer seamless integration with Drive | Image.



## ***Scan and Convert Case File Documents to the Format You Need in a Single Step***

Easily scan legal documents and convert them to popular file formats, including Microsoft® Word, PowerPoint® and Excel®, as well as Searchable PDF and Encrypted PDF. Most Sharp MFPs have built-in technology to process documents in these file types without additional middleware.

## ***Safeguard Your Information with Leading-edge Security Features***

Sharp MFPs are armed with multi-layered security features, including Firmware Attack Prevention and Self Recovery on most models, which can help identify a malicious intrusion and restore the machine firmware to its original state. Also, the new Application Whitelisting feature detects access attempts to the machine file system and denies access if the source data is not on the white list.

## ***Securely Print and Scan Case Files and Client Information from Mobile Devices***

Sharp multifunction document systems make it easy for legal firms to scan or print files from tablets and smart phones using Sharpdesk® Mobile, a downloadable app available for most common mobile devices. Mobile device access can easily be secured through user authentication and secure print release.



## Case Study

### Mid-Size Law Office Boise, Idaho

#### **BUSINESS CHALLENGES**

A local law firm issued an RFQ to upgrade aging office equipment and help improve document workflow. The law firm had a product mix of older Ricoh and Canon document systems enabled with eCopy® ScanStations. The law firm used existing technology to scan into LexisNexis® TimeMatters®, a client/case document management application. They also used Scan to Email and Scan to Folder with sub-folder navigation to manage workflow.

#### **TECHNOLOGY SOLUTIONS**

The authorized Sharp dealer provided several Sharp document systems configured with the Sharp OSA® developed ScanPoint® Connector for TimeMatters, which provided integrated operation at the Sharp MFP touch screen. The solution also included Sharp's Email Connector and MyFolder Connector for the staff to scan and save documents to their own folders. The integrated applications, combined with Sharp's built-in retractable keyboards were key points to closing the deal.

The solution included the following:

- Four Sharp Color MFPs
- TimeMatters Sharp OSA Connector
- Sharp Email Connector app
- Sharp My Folder app

#### **PROVEN RESULTS**

The new Sharp document systems with the TimeMatters Connector, Email Connector and MyFolder Connector helped the firm's staff to scan/manage records more easily and interact with existing systems with greater efficiency.

# SHARP MULTIFUNCTION DOCUMENT SYSTEMS

## Advanced document solutions deliver cutting-edge integration and powerful productivity.

Sharp multifunction document systems deliver powerful performance with stunning image quality and exceptional ease-of-use. Sharp's current models support the latest networking and imaging technologies available today, all to create document systems that deliver the workflow solutions that legal environments need. Also, with 30+ models that offer a common user experience and consistent feature set, training and operation is easier than ever.

### Key Features

- **Ease of Use** – Award-winning touchscreen display offers a user-friendly graphical interface with simplified Easy Modes, integrated user guides and quick access to network services. With Sharp's available MFP Voice feature, you can interact with the machine with the power of natural language.
- **Productive Features** – Standard full multifunction capability out-of-box, including copying, network printing and color network scanning, combined with Sharp's Microfine Toner Technology for long-lasting, high-quality output page after page.
- **Workplace Friendly** – Integrates seamlessly with today's complex network environments, and supports popular cloud services and mobile technologies. With Sharp's new Application Portal, administrators can add new apps or update existing apps right from the MFP.



"PaceSetter Award in Ease of Use 2018-2019"



Sharp's customizable touchscreen display offers a user-friendly graphical interface, and is common across 30+ models.

## Designed to deliver performance and productivity.

- Built-in **retractable keyboard** on most models simplifies email address and subject line entries as well as repetitive scanning tasks and user authentication.
- **Customizable touchscreen** display with a clean design enables easy access to features and functions when setting up jobs.
- **MFP Voice feature** supported on most models enables users to control the device using simple verbal commands with **Amazon Alexa**.
- Access **popular cloud applications**, including Microsoft OneDrive for Business, SharePoint Online, Box, Dropbox and Google Drive with Sharp's Cloud Connect features.
- **Compact PDF** feature dramatically reduces the file size of scanned color documents, resulting in decreased network traffic and more efficient use of disk and cloud storage.
- Scan and print files from tablets and smart phones using **Sharpdesk® Mobile**, a free downloadable app for most mobile devices.
- Sharp MFPs support popular mobile technologies such as **Apple® AirPrint®** and **Android™** print framework.
- The **Adobe® Embedded Print Engine** available on most models allows users to direct print PDF files from cloud services with greater accuracy and faster performance when on a deadline.
- Standard **duplexing document feeder** on most models scans both sides of a document in a single pass at speeds up to **220 images per minute (ipm)**, putting less wear on the feeder and your originals.
- **Standard security platform** includes 256-bit encryption, up to 10-times data overwrite and an End-of-Lease feature that can erase all data and personal information at time of trade-in.
- **Serverless Print Release** feature available on most models enables users to securely print a job and release it from up to six Sharp MFPs that are on the same network.
- Supports **Universal Print** (with Microsoft Connector)



# SHARP®

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