

**Job Name:** Livelink ECM – KFI & Upload demo  
**Integration Type:** Livelink ECM

**Description:**

This EzeScan Job will prompt the operator for a Name, and a Folder on the Livelink ECM server where document will be saved to.

This job requires the EzeScan PRO, KFI, and Upload modules.

**Compatibility:**

EzeScan 4.2.87 or higher

**Installation Instructions:***Import Sample Configuration*

- Open EzeScan and select the Admin menu > Settings Backup > Import option.
- Click the ... button and browse to the "Livelink ECM – KFI & Upload demo.cfg" file.
- Select Import All Items Below.
- Click the Import button.
- When the import has finished click the Close button.

*Configure the Job settings*

- Select the Admin menu > Job option.
- Select "Livelink ECM – KFI & Upload demo" from the Job Type drop down list.

**Note:** To use a TWAIN or ISIS scanner with this Job, configure the Scan Tab settings for your scanner. Or to use a network scanner with this Job, on the Import tab change the input path to where your device saves the images to. You could also select Enable Import Folder Processing option so then there will be no need to browse for the image - Import folder will pick up images in the input folder automatically.

- Click the Save button.
- If prompted to create the output directory click Yes.
- Click the Close button.

*Configure the KFI settings*

- Select the Admin menu > KFI option.
- Select "Livelink ECM – KFI & Upload demo" from the KFI Type drop down list.
- Open the EDRMS tab and then fill in the Livelink ECM connection settings.
- Click the Apply button and then OK.

### *Configure the Upload settings*

- Select the Admin menu > Upload option.
- Select "Livelihood ECM – KFI & Upload demo" from the Upload Type drop down list.
- In the Upload Properties pane specify your Livelihood ECM connection settings.
- Click the Apply button and then OK.

### **Operation Instructions:**

- 1) Select the Admin menu > Job option or press F6.
- 2) Select the "Livelihood ECM – KFI & Upload demo" Job from the drop down list.
- 3) Click the Import File Button and select the "Separator\_sample.tif" file.  
**Note:** If using a TWAIN or ISIS scanner press the Scan button instead, or the Import Folder button if using a network scanner.
- 4) The image will load into the viewer. Press the F4 button.
- 5) You will be now directed to the Name Field. Type in a name for the document and then press the right arrow button or Press Enter.
- 6) You will be now directed to the Folder Field. Press the ... button or F3 to browse for a Folder in the Livelihood ECM server where the document will be saved to. Press the Submit button.
- 7) EzeScan will now convert the current document to a PDF file and upload it to the specified Livelihood ECM Folder. Repeat steps 5 - 6 until the remaining documents in the batch have been uploaded.