

**Job Name:** eDocs 6 – EDRMS demo  
**Integration Type:** eDocs6

**Description:**

This Job will load images into EzeScan and then display a Profile Form dialog. The operator will then fill in the required details and save the image.

This job requires the EzeScan PRO, and EDRMS modules.

**Compatibility:**

EzeScan 4.2.85 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 "eDocs 6 – EDRMS 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 "eDocs 6 – EDRMS 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.
- Select the Output tab and then click the "Advanced" button.
- Fill in the eDocs Library, User, and Password settings.
- Then click in the PROFILE\_FORM parameter and select the ... button to choose a Profile Form.
- Click the Save button.
- If prompted to create the output directory click Yes.
- Click the Close button.

### Operation Instructions:

- 1) Select the Admin menu > Job option or press F6.
- 2) Select the "eDocs 6 – EDRMS 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. EzeScan will display the selected Profile Form. Fill out the required information and then press the OK button. The image will get removed from the EzeScan viewer and uploaded to the eDocs server.
- 5) Repeat step 4 until all documents are completed in the batch.