



University of Surrey deploys electronic document management solution



Faculty of Management & Law deploys ITESOFT.Share for electronic archiving of student forms

The University of Surrey is a global university with a world-class research profile and an enterprising spirit. The University provides a distinctive blend of academic knowledge, professional insight, and can-do confidence to those studying and working there. The Faculty of Management and Law will be the flagship department to deploy ITESOFT.Share, from ITESOFT, the leading developer of automated document capture, processing and management software solutions. The Faculty combines the expertise of the School of Management and the School of Law. It provides internationally recognised undergraduate and postgraduate degrees in the specialist fields of hospitality, food, tourism, retail, marketing and health care management, a well regarded Master of Business Administration (MBA) and a variety of degree programmes across a broader range of business and management disciplines. The School also offers doctoral research degree programmes, Doctor of Business Administration (DBA) and PhDs.

The Faculty will use ITESOFT.Share to store thousands of student forms. ITESOFT.Share is an electronic document management and distribution platform for organisations that wish to give their employees and partners access to a unique and secure document reference library. The Faculty provides a range of support services for the students and as a result paperwork such as exam results, assignment forms, documents relating to appeals and much more are generated. The student documentation will be scanned and captured as electronic images and will then be stored in ITESOFT.Share. ITESOFT.Share also enables the electronic distribution and circulation of these images. Student Services staff can then easily track the forms, assisting query resolution and speeding up the search and retrieval process. The Faculty is migrating from Acorde to ITESOFT.Share.

The Faculty will also deploy, in the coming months, ITESOFT.FreeMind for Business, a solution that will automate the processing of all incoming business documents. This will improve the quality of the student services by automating manual functions and processes. Additionally the Faculty are planning to make use of the ITESOFT.Share workflow module in the next phase of the project to speed up the form approval process.

Alex Tamerlane, Systems Administrator for the Faculty of Management and Law said, 'We chose ITESOFT as they have a robust and flexible solution that will meet our current and future requirements. ITESOFT have worked closely with us to understand our business objectives.'



About customer

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Notes to Editors

The University of Surrey is one of the UK's leading professional, scientific and technological universities with a world class research profile and a reputation for excellence in teaching and research. Ground-breaking research at the University is bringing direct benefit to all spheres of life – helping industry to maintain its competitive edge and creating improvements in the areas of health, medicine, space science, the environment, communications, defence and social policy. Programmes in science and technology have gained widespread recognition and it also boasts flourishing programmes in dance and music, social sciences, management and languages and law. In addition to the campus on 150 hectares just outside Guildford, Surrey, the University also owns and runs the Surrey Research Park, which provides facilities for 140 companies employing 2,700 staff.

The Sunday Times names Surrey as 'The University for Jobs' which underlines the university's growing reputation for providing high quality, relevant degrees.



About ITESOFT

www.itesoft.com

Founded in 1984, ITESOFT is a European software company specialising in developing automatic information flow processing solutions. The company has offices in Germany (ITESOFT Deutschland GmbH, Hamburg), in the UK (ITESOFT UK Ltd, Farnham) and in France (Headquarters: Aimargues (30); Paris: ITESOFT).

With unique know-how in character and shape recognition technologies, ITESOFT solutions are used by over 600 customers throughout Europe in a wide range of business sectors, including: Direct Sales, Finance, Government, Industry, Insurance, Mail Order Sales, Retirement, Services, Social Security/Healthcare, and more. These solutions handle more than a billion documents per year, optimising internal business processes and reducing costs, while increasing document handling speed and improving data reliability.

Today, ITESOFT is the French market leader for capturing and processing documents electronically, and is a major European-wide player.

Group turnover, 2008: 19,4 M€ ■ Group staff, 2008: 160 people

ITESOFT offers a complete, integrated, and flexible line of software solutions for electronically capturing, automatically processing and handling all documents entering an organisation: correspondence, forms (orders, slips), invoices, and payments (checks, bank drafts, etc.). The company's software product line is based on three core products:

- ITESOFT.FreeMind dedicated to capturing and automatically processing documents. Specific modules include:
 - ITESOFT.FreeMind Enterprise to capture and categorise all incoming documents
 - ITESOFT.FreeMind for Business to handle all kinds of business forms and documents
 - ITESOFT.FreeMind for Invoices to handle supplier invoices
 - ITESOFT.FreeMind for Orders to handle BtoB order forms
- ITESOFT.Share to handle document management and workflow, fully web based
- ITESOFT.iSpid to handle payment documents

These solutions offer advanced, seamless integrations with the market's leading ERP systems including Arcole, Coda, Infor (Anael, Baan, Smartstream, Sun Systems, ...), JDEdwards, Microsoft Dynamics, Oracle E-Business Suite, PeopleSoft, Sage, SAP®, etc..

ITESOFT's mission is to "capture 100% of all documents and automate 100% of all processes within the company".

ITESOFT has been listed on Euronext Paris since February 2001

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