



DATASHEET

SecureDocs

Secure Email Delivery of Critical Business Documents with SecureDocs Digital Encryption and Certified Delivery

OVERVIEW

With the heightened concern today about protecting information privacy, preventing fraud and meeting tightened regulatory guidelines, having secure and confirmed delivery options is vital to conducting business. The flexibility to deliver important business communications securely and reliably either by fax or email, as well as having confirmation that important communications reached their intended recipient, is vital to conducting business.

The RightFax SecureDocs module brings together the best of fax and email to provide a centralized, reliable and easy-to-use secure fax and e-document delivery solution that helps safeguard transmission of your business information. SecureDocs enables email to be sent using digital encryption technology to secure a document's transmission from sender to receiver, and to protect against tampering. SecureDocs also provides an enhanced notifications feature utilizing a certified delivery process.

By adding a SecureDocs module to your RightFax Business or Enterprise Server, you gain the ability to send documents securely, with the assurance that its intended recipient safely received the document.

HOW IT WORKS

With SecureDocs, users can send documents securely from their Microsoft Windows desktop using the RightFax FaxUtil client, RightFax Web Access, Microsoft Outlook, IBM Lotus Notes and Xerox multifunction devices. In addition, documents generated from accounting, mainframe, ERP or host systems can be automatically sent with SecureDocs in conjunction with RightFax UIX and the RightFax InternetLink Module.

The document is digitally encrypted and password protected so that documents can be delivered electronically without worry of tampering. In addition, SecureDocs can also provide certified delivery, which ensures notification of its receipt. Using certified delivery, the documents are delivered as a message to the recipient's mailbox and posted on a Web site. The recipient can retrieve the password-protected document on the Web site using a standard Web browser. A confirmation with the date and time the document was opened is sent back to the sender, completing the certified delivery cycle.

Confirmed, secure email delivery - Users can create and send secure, confirmed email messages with document attachments from desktop applications, RightFax FaxUtil, RightFax Web Access, Microsoft Outlook, IBM Lotus Notes, Xerox multifunction devices or from host-based application including CRM, or ERP systems.

Recipients receive encrypted documents - Recipients of secure documents can retrieve them easily and access the encrypted PDF attachment using a password to gain the permissions the sender established to access the document.

Verification of delivery - An email notification is sent with a time and date stamp for easy tracking to authenticate that the document reached its intended recipient.

Confirmed mission-critical document delivery via email - An email notification can be sent telling the document's originator that the document was successfully delivered and opened.

Secure delivery of application-generated documents - Further leverage the e-process automation capabilities of RightFax UX systems by using secure email delivery for application-generated communications.

Easy administration and auditing - Easily track and monitor the delivery status of mission-critical documents by taking advantage of confirmation notification features. This enables organizations to keep track of when important documents were delivered and read.

Support for high-resolution, color documents - SecureDocs supports rich PDF format to give you the alternative to deliver higher resolution or color documents.

Figure 1. Sending a Certified or Encrypted Document: The RightFax Client allows easy access to SecureDocs. Here, the user selects the Certified Delivery and Digital Encryption options.

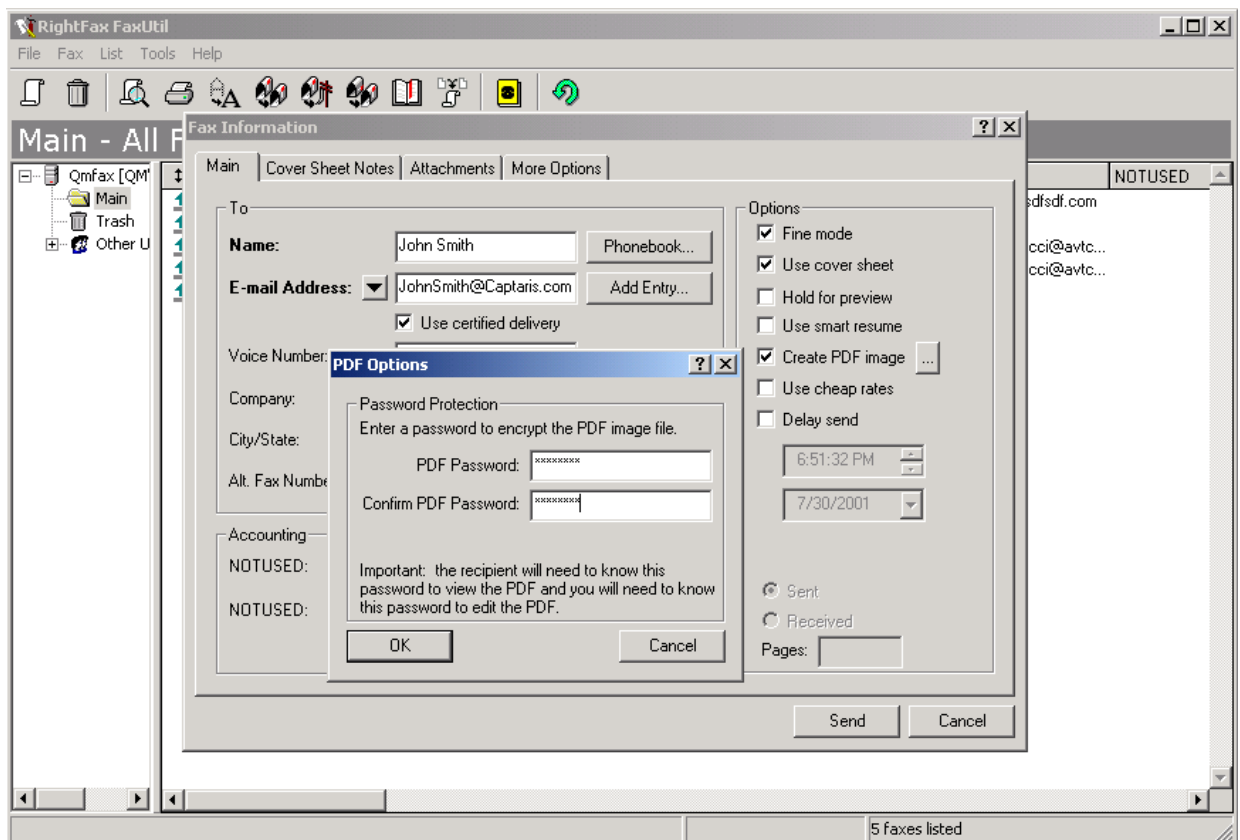


Figure 2. Certified Delivery: The recipient receives a personalized hyperlink that allows them to manage their own inbox.

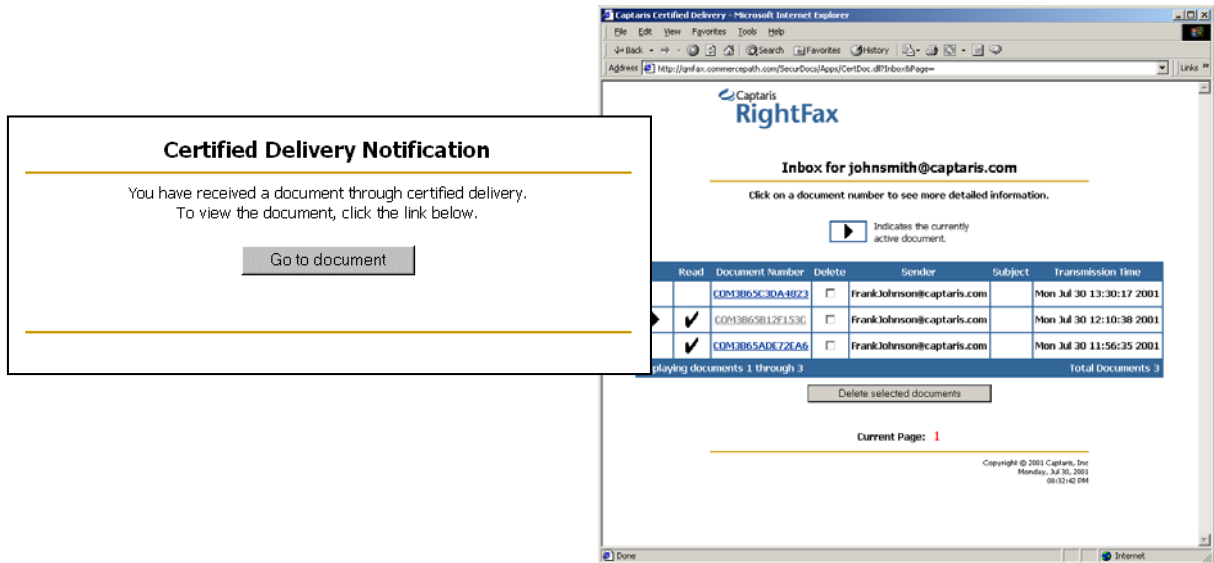
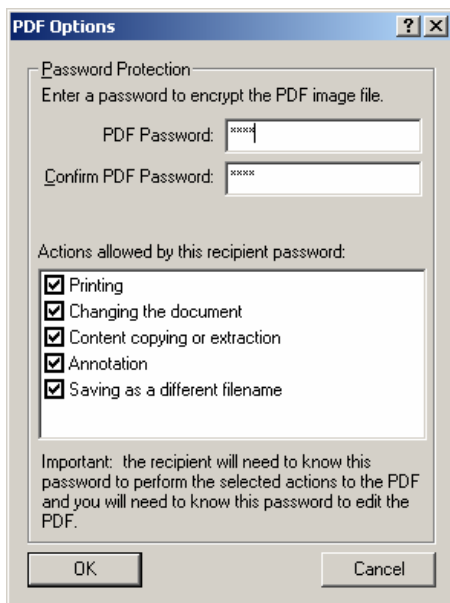


Figure 3. To ensure complete end-to-end security, the sender of a digitally encrypted PDF from the RightFax SecureDocs Module, can set permissions on what actions the recipient can take.



FEATURES

- Provides digital document encryption to ensure confidential and secure delivery via email
- Formats documents as HTML so they can be viewed from standard Web browsers
- Provides confirmation of delivery when documents are opened
- Leverages existing RightFax Business Server, Enterprise Server, Integration module
- Provides notification of delivery using standard RightFax notification methods
- Maintains complete audit trail through the RightFax server and writes a history record for each time an individual page is accessed
- Enables monitoring of audit trail via RightFax FaxUtil and RightFax Web Access for ease of administration
- Time-stamps documents each time it is accessed to track authenticity
- Allows administrator to set various security parameters on outbound documents
- Enables companies to customize retrieval Web pages with company logos, tag lines and graphics

REQUIREMENTS

Desktop Applications

- RightFax 9.0 Business or Enterprise Server or higher
- SecureDocs Module
- Internet Information Service (IIS)

Automated, Production Applications

- RightFax 9.0 Business or Enterprise Server or higher
- RightFax Enterprise Integration, Business Integration or Integration Modules
- SecureDocs Module
- InternetLink Module
- Internet Information Service (IIS)

FOR MORE INFORMATION

Captaris is a leading provider of Business Information Delivery solutions that integrate, process and automate the flow of messages, data and documents. Captaris produces a suite of proven products and services, in partnership with leading enterprise technology companies, delivered through a global distribution network. Captaris has installed over 80,000 systems in 44 countries, with 93 of the Fortune 100 using the company's award-winning products and services to reduce costs and increase the performance of critical business information investments. For more information please contact us at www.captaris.com or call +1.520.320.7000.

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