

## Simply Send Indexed E-mail to Your ECM System Directly from Outlook

With with a simple right click of your mouse, ILINX Capture Email Import allows you to contribute and index single or multiple e-mail messages, including attachments, to your ECM system.

### Benefits & Features

#### Flexible Content Capture

- › Provides ad-hoc capture of email and related content
- › Ability to capture content from email fields
  - › Email subject
  - › Sender
  - › Recipient(s)
  - › Date received
  - › Email Body & attachments
  - › Attach image annotation

#### Flexible Content Capture

- › Drag and drop files from your desktop to combine with e-mail content
- › Capture multiple data types
- › Inject directly into ILINX Capture workflow
- › Enables mixed content types to be saved within a document

#### Configuration

- › Automated database look-ups during indexing
- › Comprehensive indexing, classification & validation processes
- › Integration with Microsoft Active directory
- › Communicates with scanner to immediately attach associate documents to email document
- › Enable authentication-based processing
- › Ability to create custom indexing forms



#### Capture

- › E-mail body only
- › Attachments only
- › Both e-mail and attachments

#### Convert

- › Convert file format to PDF or TIF

#### Output to:

- › Databases
- › XML
- › EDMS
- › ECM platforms
- › File systems

#### Operating Specifications

- › ILINX Capture Server
- › Microsoft Office 2010, 2013



A MODULE OF  
**ILINX** Capture

Email imported into ILINX

Right-click an email in inbox and select ILINX Capture Email Import from the context menu to capture content

Advanced indexing, classification & validation