



DATASHEET

RightFax[®] Client Applications

Manage all your Faxing Needs from the Convenience of your PC

OVERVIEW

The RightFax product line provides a variety of end-user applications and tools to manage faxing from Personal Computers (PCs). There are three main RightFax applications for end-users:

RightFax FaxUtil Windows Desktop Application

RightFax FaxUtil is a fax management program where users can create, send, receive, view, edit, route and print faxes. Available with every RightFax Server, it is the most advanced RightFax client application and is installed on all computers from which users will send and receive documents. It also provides management capabilities such as the ability to set up delegates.

RightFax Web Access

The RightFax Web Access (RWA) Module provides Web-based fax management. The module also makes it easy for administrators to deploy and manage an enterprise faxing solution whether it is deployed for a few users or thousands. Compatible with Microsoft Internet Explorer and built on Microsoft .NET, it provides a true thin client. The module also has security features to safeguard document privacy. RWA is included with the RightFax Enterprise Server and sold as a separate option to the RightFax Business Server.

RightFax Print Drivers

Every RightFax Server also includes print drivers that install a RightFax option as part of the Print function of any application, including Microsoft Word and Excel. This makes sending a fax as easy as printing the document. The print driver also installs a RightFax tray icon in the Windows taskbar so users can configure fax options, run fax client applications, send faxes and set the default printer.

HOW THEY WORK

FaxUtil and Fax Control Print Drivers

Sending Faxes RightFax client tools make it easy and convenient to create, send and view customized documents directly from a desktop computer as either faxes or email and provide a range of options allowing users to control transmission of electronic documents.

Sending a document to an email address allows several additional options, including sending via certified or encrypted delivery, sending images in PDF and sending file attachments of any type, including file types that cannot be rendered as images (such as WAV files). To enable RightFax to send documents to email addresses in addition to fax numbers, network administrators must specify a Simple Mail Transfer Protocol (SMTP) server that the fax server can use to access the Internet.

Receiving and Viewing Faxes With RightFax, inbound faxes can also be received directly at the user's desktop instead of having to retrieve them from a stand-alone, shared fax machine. In FaxUtil, received faxes are indicated in the fax list with a down-arrow flag. Viewing a fax is easy with the RightFax Viewer, which also lets users add text, draw objects and other annotations to a fax, and then save those annotations as part of the fax image. Using the FaxUtil buttons on the toolbar or from the Tools menu, users can easily forward a copy of any fax to another fax number or email address.

Monitoring and Managing Faxes Each fax user on the network is assigned a custom fax mailbox, which is updated and maintained in real-time by the fax server. FaxUtil displays the contents of fax mailboxes, including both sent and received faxes, allowing users to monitor and manage the status of their electronic communications. Status messages are color-coded to indicate whether the transmission was successful or not. Additionally, RightFax offers a variety of options for receiving notifications including network broadcast, email and custom types. The RightFax Enterprise Server also supports the ability to receive notifications through paging and alerting services.

Figure 1. RightFax FaxUtil allows users to manage all fax documents from one central location.

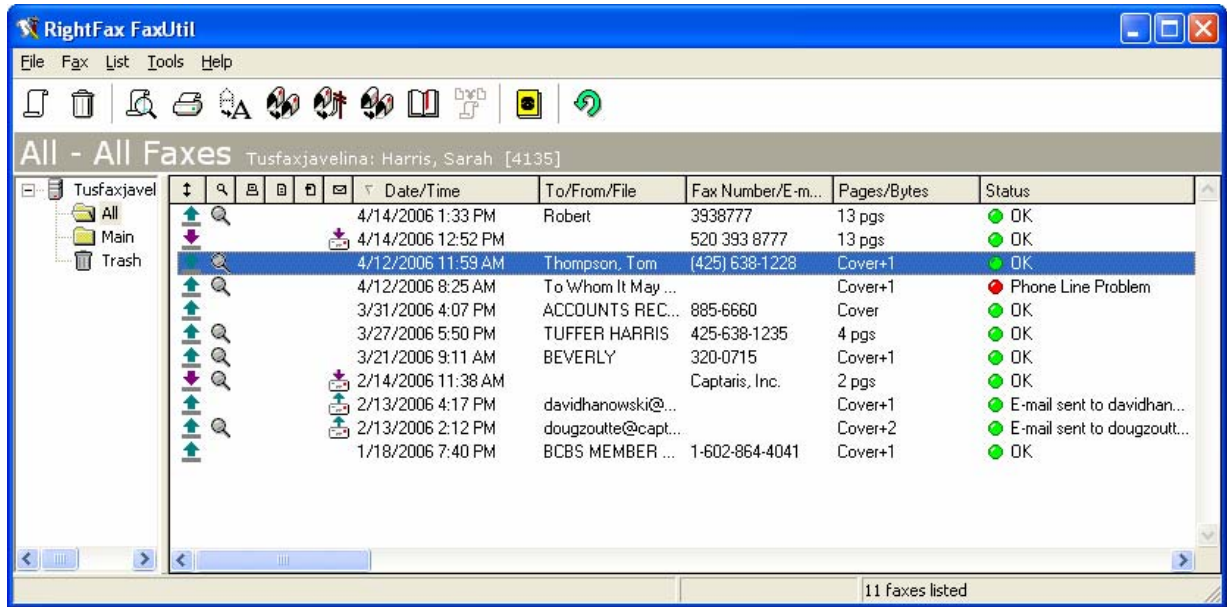


Figure 2. The Fax Information dialog box simplifies sending documents via fax or email.

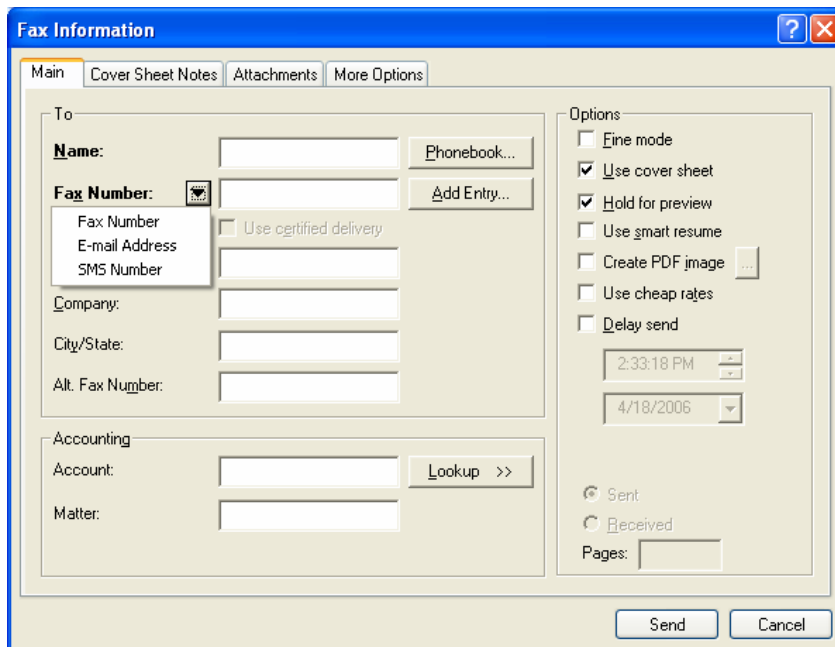
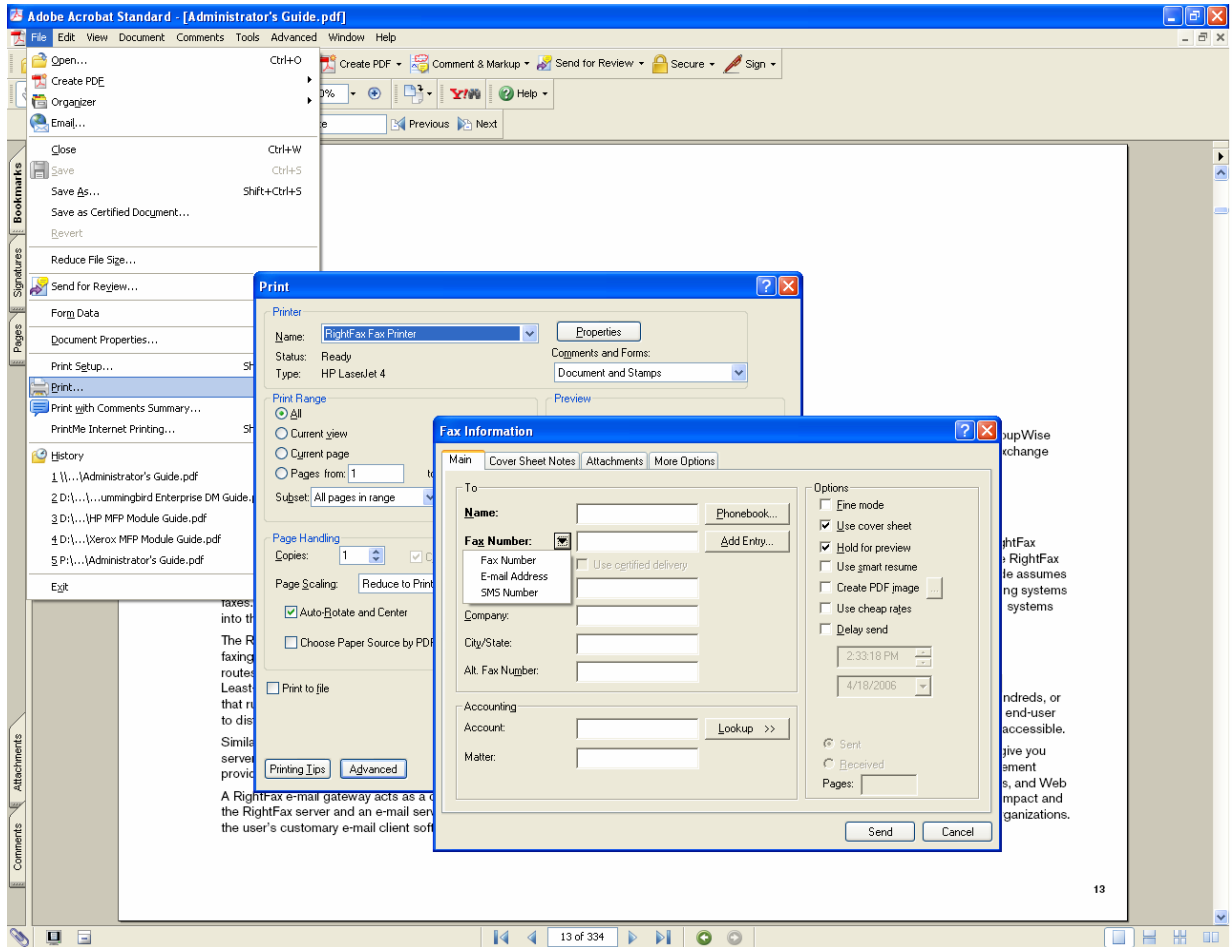


Figure 3. The RightFax Print Drivers, also known as Fax Control, allow users to create and send faxes from a variety of popular desktop applications. The process is similar to printing.



RightFax Web Access

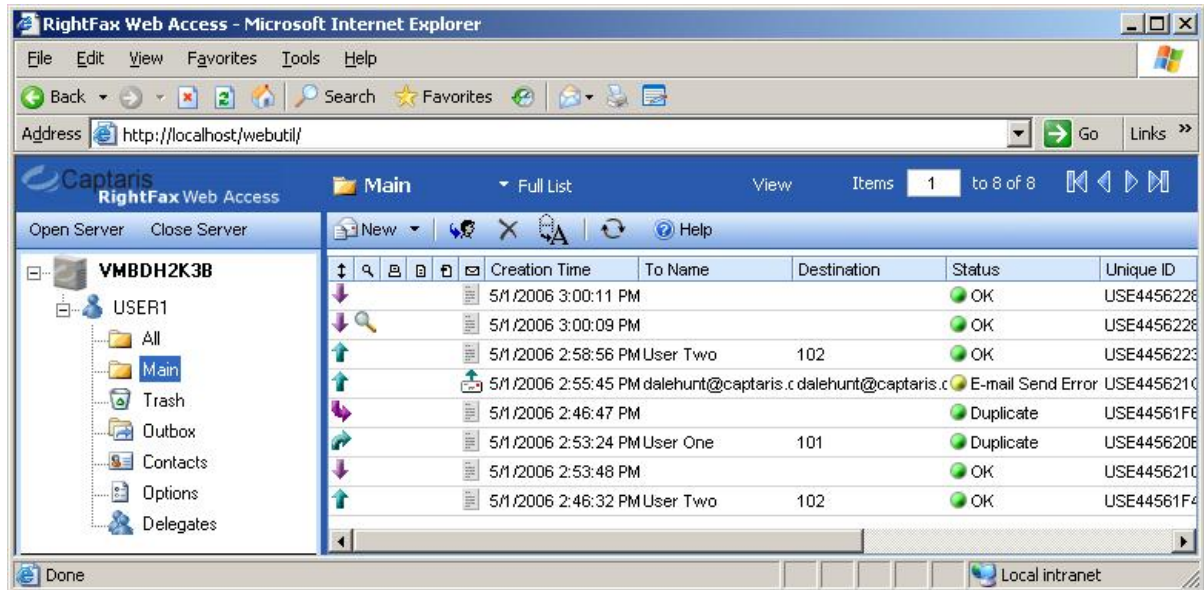
The RightFax Web Access (RWA) Module enables users to take advantage of virtually all of the features in FaxUtil from a thin client perspective. It installs as an addition to a Microsoft Web server and works as a liaison between the Web server and the RightFax Server. It is .NET-compliant and can be installed on Microsoft IIS 6.0 or higher.

Sending Faxes RWA makes it easy and convenient to create, send and view customized documents directly from an Internet browser as either faxes or email and provides a range of options allowing users to control transmission of electronic documents.

Receiving, Viewing and Printing Faxes With RWA, inbound faxes can be received directly at any browser location and are indicated in the fax list with a down-arrow flag. This gives remote users the ability to easily retrieve their faxes even if they do not have access to a fax machine. In addition, faxes viewed using RWA can be printed directly from a networked printer or downloaded as PDF documents for local printing or storage on a local computer.

Monitoring and Managing Faxes Each fax user on the network is assigned a custom fax mailbox, which is updated and maintained in real-time by the fax server. RWA displays the contents of fax mailboxes, including both sent and received faxes, allowing users to monitor and manage the status of their electronic communications. Status messages are color-coded to indicate whether the transmission was successful or not. To make administration easier, RWA also provides an administrative view. This view provides status of services on the RightFax Server, links to RightFax support services and offers notifications and links to available software updates.

Figure 4. RightFax Web Access enables users to send, receive and manage faxes conveniently via the Web.



COMPARE APPLICATION FEATURES

RIGHTFAX FAXUTIL	RIGHTFAX WEB ACCESS	RIGHTFAX FAX PRINT DRIVERS (FAX CONTROL)
<p>Fax management program enables users to send, receive and manage documents from the desktop.</p> <ul style="list-style-type: none"> • Create personal and public phonebooks with groups and individuals for both fax numbers and email addresses • Send faxes and/or email documents to one or multiple recipients with mixed recipient address formats • Create libraries of commonly faxed documents for easy access and attach documents in native file formats • Support for sending documents in a variety of formats, including Tagged Image File (TIF) images or the native file types • View and annotate received faxes to save, forward or retransmit • Customize cover sheets, including forms overlay, such as letterhead or other custom forms • Create signature files to add a personal touch to your outgoing faxes • Print sent and received faxes either manually or automatically • Specify billing codes to identify the sender, recipient or content of the fax • Organize and manage faxes with real-time fax status and notifications 	<p>Web interface enables users to send, receive and manage faxes using Microsoft Internet Explorer.</p> <ul style="list-style-type: none"> • Remote fax connectivity from anywhere provides anytime fax access via the Internet • Send faxes and/or email documents to one or multiple recipients with mixed recipient address formats • Full access to phonebook entries, billing codes, library documents, cover sheets, overlay forms and fax history information • Support for sending documents in a variety of formats, including TIF images or the native file types • View, annotate, add sender information, rotate and rubberstamp received faxes to save, forward or retransmit • Print sent and received faxes either manually or automatically • Specify billing codes to identify the sender, recipient or content of the fax • Use administrator view to gain status of fax services • Thin client and online tutorial for rapid deployment and ease of use 	<p>Win32-based client components allow users to send faxes directly from any application that can print.</p> <ul style="list-style-type: none"> • Send faxes using "right click - send to" • Send faxes from the Windows tray icon • Conduct quick fax and broadcast fax from the Windows tray icon • Send from File Print • Take advantage of the fax archiving, monitoring and tracking tools available with RightFax, even though they are not using the full mailbox environment • Configure Open Database Connectivity (ODBC) phonebooks and billing tables from the Windows tray icon • Provide the ability to integrate billing codes from an external ODBC source for use in all outbound faxes • Configure Lightweight Directory Access Protocol (LDAP) phonebooks from the Windows tray icon • Allow users to connect to an existing LDAP database

ABOUT CAPTARIS, INC.

Captaris, Inc. is a leading provider of software products that automate business processes, manage documents electronically and provide efficient information delivery. Our product suite of Captaris RightFax, Captaris Workflow and Captaris Alchemy Document Management is distributed through a global network of leading technology partners. We have customers in financial services, healthcare, government and many other industries, and our products are installed in all of the Fortune 100 and many Global 2000 companies. Headquartered in Bellevue, Washington, Captaris was founded in 1982 and is publicly traded on the Nasdaq National Market under the symbol CAPA. For more information, please visit www.Captaris.com.

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