



CLOUD PRINT & SCAN MANAGEMENT

Control Access
Control Costs

uniFLOW Online

uniFLOW Online is a modern, cloud-native print and scan management solution that is designed for businesses of all sizes. With uniFLOW Online, customers can manage their entire print, scan, and device environment from a single cloud platform which can help extend the standard functionality of compatible Canon multifunction devices.



Flexible Authentication



Secure Printing



Mobile Printing



Document Scanning



Cost Tracking



Cloud-Based
Infrastructure

uniFLOW Online Cloud Print & Scan

Designed for business environments of any size, uniFLOW Online can help reduce and allocate printing costs, limit unauthorized access to printed documents, improve office productivity, and enable central control of printing, scanning, copying, and faxing.



Flexible Authentication

Users must authenticate at their compatible Canon multifunction printer in order to print or scan. By using one of the following methods, users can help prevent sensitive information from falling into the wrong hands:

- Proximity Card*
- Supported Mobile Phone
- PIN Code
- Image Log-in and Optional PIN Code
- Department ID



Secure Printing

Users' print jobs can be retrieved at whichever networked and supported Canon models they choose, and print jobs are only released after authenticating at the device unless set up otherwise by an Administrator. Options include:

- uniFLOW SmartClient
- Print From Cloud
- Chrome Extension
- Universal Output Queue
- Universal Print by Microsoft
- Delegation Printing
- uniFLOW Online Virtual Printer App
- Public Printing
- Direct Secure Print



Mobile Printing

Users can submit print jobs from their supported smartphones, tablets, or laptops, whether they are in the office, at home, or on the go, using one of the following options:

- uniFLOW Online Print & Scan App
- Web Upload
- Mobile Printing for Guests
- Email Printing



Print From Cloud

Users may access and print documents from connected cloud services**. With folder browsing, users can locate files, print them instantly, or add them to their Secure Print Queue for later.

- Dropbox
- Evernote®
- Box
- Microsoft SharePoint® Online
- Microsoft Teams
- Microsoft OneDrive®/ Microsoft OneDrive® for Business
- Google Drive™



Document Scanning

With uniFLOW Online, users can send scans directly to multiple destinations, automate filing, and enhance document security, using the intuitive interface on supported Canon models. Available integrations include:

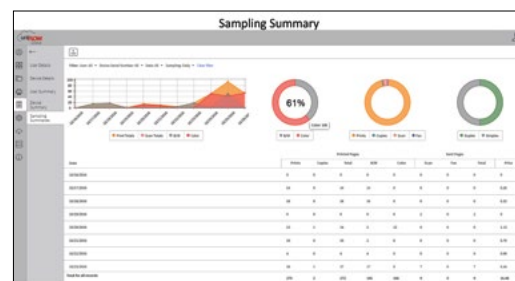
- Secure "Scan-to-Myself"
- Scan to Local Network Folders
- Scan to Desktop PC
- Scan to Email with Exchange Online**
- Therefore Online**
- Google Drive**
- Microsoft Teams**
- Microsoft Sharepoint Online**
- Microsoft OneDrive**
- Microsoft OneDrive for Business**
- Dropbox**
- Evernote**
- Box**
- iManage Cloud**



Cost Tracking

With uniFLOW Online, customers can gain full visibility into document output costs. Administrators can monitor printing, copying, faxing, and scanning activity as well as allocate expenses to users, devices, or departments. Projects can also be created under the cost center menu so that users can charge their print, scan, or copy charges accordingly. Reporting and tracking options include:

- Accounting
- Cost Centers
- Reporting
- Budgeting



Cloud-Based Infrastructure

Built on Microsoft Azure, uniFLOW Online provides enterprise-level security features, scalability, and resilience, without the need for local servers.

* Canon systems, Proximity Card Readers, and Cards are sold separately.

** Subscription to a third-party cloud service required. Subject to third-party cloud service provider's Terms and Conditions.

uniFLOW Online Cloud Image Processing

Cloud Image Processing adds robust scanning features designed to optimize your processes for scanned documents by directly sending them to a variety of scan destinations with enhanced image quality, compression, and document security.

Capture

Digitizing documents in a structured and secure manner reduces error-prone manual interaction while optimizing processes and security measures. Users can alter scan options at the device and are able to browse through the root of their selected destination to select a folder. Access to scan profiles can be restricted to individual users or groups.



Distribute

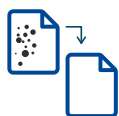
Users can scan documents directly from any supported Canon model using the intuitive user interface and single sign-on to any of the following:

- Secure "Scan-to-Myself"
- Scan to Email with Exchange Online**
- Scan to Local Network Folders
- Scan to Desktop PC
- Google Drive
- Microsoft OneDrive**
- Microsoft OneDrive for Business**
- Therefore Online**
- Microsoft Teams**
- Evernote**
- Box**
- Microsoft SharePoint Online**
- Dropbox**
- Concur**
- iManage Cloud**
- NetDocuments**



Powerful Scan Processing

Users can benefit from optimized scan processes including the following:



Despeckling. After receiving the scan, image quality can be enhanced through despeckle and deskew operations.



Receipt Scanning (multicrop). Receipts and business cards can automatically be extracted and rotated and scanned images can be converted to editable and searchable documents.



File Compression. Scanned files can be compressed to a fraction of the actual file size without having a major impact on image quality.



Encrypted PDF. To increase document security, scanned documents can be saved as encrypted PDF files.

Automated Document Filing

uniFLOW Online's core document processing capabilities are enhanced and expanded in order to automate the process of digitizing documents.



Filing Assist. Automate time-consuming tasks like scanning, naming, and indexing. Use File Assist to automate these processes by recognizing document types, populating file names and metadata, and streamlining the batch scanning processes.



My Filing Assist. For one-off documents and ad hoc scanning, My Filing Assist offers quick, self-service scanning with proper naming. After scanning the document, the user selects the scan destination, folder, and file format once back at their desk.

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uniFLOW Online Benefits

 Limit Unauthorized Usage Administrators can restrict printer access to authorized users. For example, organizations can limit color scanning to authorized users, disable faxing for specific teams, etc. Additionally, with Function Level Login, device functionality can be restricted based on user roles, departments, or locations. With this feature, users only authenticate for particular features, such as Secure Print, while others like copying remain accessible.	 Control Print, Scan, Copy, and Fax Costs Authenticating and releasing print jobs only when at the device helps reduce print costs. Tracking expenditures by users and departments helps pinpoint excessive spending.
 Enable Outstanding Office Productivity Employees can print from compatible mobile devices* and connected cloud services and scan directly from any supported Canon model for greater office workflow flexibility. Secure Print jobs can be modified prior to printing to help save valuable time.	 Address Regulatory Compliance To address GDPR compliance, a user's personal data can be deleted and accounting data in reports can be made anonymous. A user's data can be collected and shared or deleted by the administrator upon request, helping to achieve GDPR processes such as the "Right of Access by a User" and the "Right to be Forgotten."
 Help Secure Confidential Documents Using a single driver, users can print confidential documents via any supported Canon model where unauthorized access can be limited due to authentication requirements.	 Support Environmental Goals Encouraging users to print only what's needed and allowing finishing options to be changed at a compatible Canon device prior to printing saves paper and energy.

imageFORCE

imageRUNNER
ADVANCE DX

imageCLASS X

imagePRESS Lite



uniFLOW Online
Outstanding Cloud Output
Management Platform



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