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## **RICOH ProcessDirector Express V1.2 Postal Enablement Feature**

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### **Overview**

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RICOH ProcessDirector Express is easy to use, modular workflow software that lets you start small and grow over time. RICOH ProcessDirector Express can be a single point of control to help medium size print providers optimize and manage print and mail processes. With core capabilities plus optional add-on features, ProcessDirector Express software enables flexible control of your production processes using Adobe® PDF datastreams.

Mail is expensive. The cost of preparation, materials and postage is high and going higher. The vast share of the cost results from inefficiencies, incorrect addresses, wasted postage and inability to qualify for the deepest postal discounts. With manual mail processes for fully composed documents, however, it's difficult if not impossible to shift gears and address costly bottlenecks—especially as mail volumes grow and postal regulations and tools become more complex.

The new RICOH ProcessDirector Express Postal Enablement Feature allows users to easily identify and extract addresses from PDF documents and provide these addresses to 3rd Party Postal Optimization software. The cleansed and sorted addresses can then be easily imported and applied to the original documents as part of a workflow.

The address information can be optimized by software provided by Bell and Howell (e.g. BCC Mail Manager) or TEC Mailing Solutions, or other US or non-US based postal software for address cleansing, suppression and sorting.

Once configured, the identification of address information to send to postal software and the processing of cleansed and sorted addresses can be automated for each mail application, reducing your postal costs and errors. Depending on the specific postal software and its method of accepting and returning files, you can also include those steps in a workflow to more fully automate your postal processing

### **Announce and General Availability Dates**

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**Planned Announce Date: March 26, 2014**

**Planned Availability Dates: March 28, 2014**

## New Item Numbers

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Item	Description
- 5765-H29	RICOH ProcessDirector Express
- 5765-H29-OC002	Optional Features
0026	RICOH ProcessDirector Express Postal Enablement Feature
- 5765-H29-OC004	Supplies Features
- 5765-H29-S0011	Supply Feature - RICOH ProcessDirector Express Postal Enablement
- 5765-H29-OC005	Software Maintenance - 1 Year Registration
- 5639-R19-0060	RICOH ProcessDirector Express Postal Enablement Feature 1 Year Registration
- 5765-H29-OC006	ProcessDirector Express Software Maintenance 1 Year Renewal
- 5639-R19-0058	RICOH ProcessDirector Express Postal Enablement Feature 1 Year Renewal
- 5765-H29-OC008	Software Maintenance - 3 Year Registration
5639-R22-0059	RICOH ProcessDirector Express Postal Enablement Feature 3 Year Registration
- 5765-H29-OC009	Software Maintenance - 3 Year Renewal
- 5639-R21-0076	RICOH ProcessDirector Express Postal Enablement Feature 3 Year Renewal
- 5765-H29-OC010	Cold Backup Optional Features
5765-H29-C0020	- RICOH ProcessDirector Express Postal Enablement Feature

## Hardware Requirements

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A minimum configuration for RICOH ProcessDirector Express V1.2 is a server with:

- One or more 2.8 GHz, or faster, processors.

- DVD-ROM device.
- Minimum of 4 GB or more RAM (Minimum 12 GB additional RAM required for Postal Enablement, Automated Verification and PDF Mailroom Integrity features).
- A display with a resolution of 1280x800 is preferred.
- Connectivity to a LAN.

Optional features installed on the same computer as the base product might have their own hardware requirements.

## Publications

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All publications are downloadable from the RICOH Information Center

<http://info.rpp.ricoh-usa.com/help/index.jsp>

The following publications are being updated:

- Using Ricoh ProcessDirector Plug-in for Adobe Acrobat (G550-20226)
- Installing PDF Document Processing Features (G550-20313)

## Language support

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Previous versions of RICOH ProcessDirector Express and features are available and supported in the following languages

- English, French, Italian, German, Spanish, Japanese, Brazilian Portuguese

The Postal Enablement feature is available in English.

## Accessibility by people with disabilities

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RICOH ProcessDirector Express V1.2 Postal Enablement feature has the following capabilities for vision-impaired users:

- Allows operation using only the keyboard.
- Communicates all information without using color as the only distinguisher.
- Supports interfaces commonly used by screen magnifiers.
- Supports interfaces commonly used by screen readers.
- Provides documentation in an accessible format.

RICOH ProcessDirector Express V1.2 Postal Enablement feature has the following capability for users with mobility impairments or limited hand use:

- Can be operated using only the keyboard.

SECTION 508 OF THE U.S. REHABILITATION ACT

RICOH ProcessDirector Express V1.2 Postal Enablement feature is capable, when used in accordance with RICOH Production Print Solutions' associated documentation, of satisfying the applicable requirements of Section 508 of the Rehabilitation Act, provided that any assistive technology used with the product properly interoperates with it.

A U.S. Section 508 Voluntary Product Accessibility Template (VPAT) can be requested using the RICOH Web site at <http://www.infoprint.com/accessibility>

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