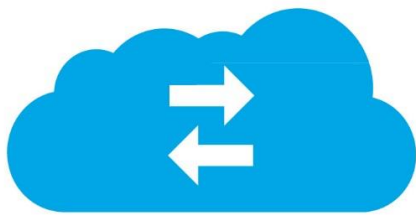


# How Hosted Desktop Scanning Works



## Scan to 3rd party software app

> Installed on your Local PC and Hosted Desktop

The 3rd party software application is installed on your local PC and on the Hosted Desktop. This creates a link between the two and allows you to scan directly to the Hosted Desktop, in most cases, directly into the application on Hosted Desktop.

This software is charged for, based on the number of Users you have on your Hosted Desktop server.

The benefit of this software is that it can be used directly within the application on Hosted Desktop however the software only supports TWAIN scanners.



## Scan to FTP

> Folder setup on Hosted Desktop

An FTP user account and folder path are setup on the Hosted Desktop server by HDUK.

Once created you will need to enter the FTP server details provided by HDUK into the scanner.

This will allow your scanner to scan to a specified folder on your Hosted Desktop server.

Key benefits to this setup are: the FTP account is free, no 3rd party software is required however this setup requires more user interaction, the scanner needs to support: 'Scan to FTP' and the Internet connection must have a static IP or VPN.



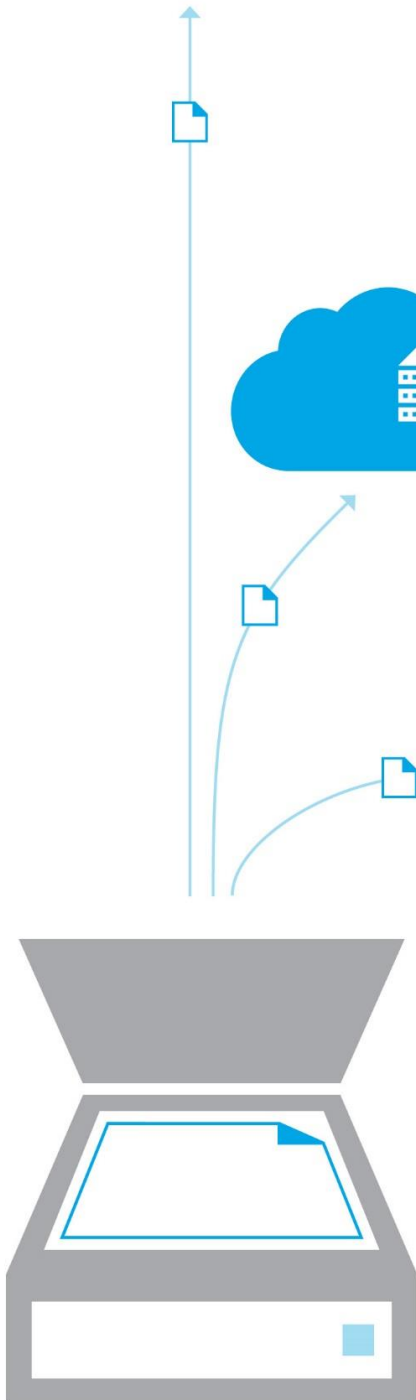
## Scan to email

> From email address setup on Hosted Desktop

Scan to Email allows you to scan and email a file to an email address.

HDUK will setup an email address for the scanner to send emails from, you will then need to input the email address and other settings into the scanner.

Key benefits to this setup are: the email address is free, no 3rd party software is required however this setup requires more user interaction similar to Scan to FTP and the scanner needs to support 'Scan to Email'.



\* Each scan option is dependant on your scanner.