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| **CAPTURE PROCESS** | | |
| 1. CAPTURE |  | Capture Pro Auto Import Output scanned images to SCANNED folder. |
| 1. SSS AUTO IMPORT SERVICES |  | Make a Copy of the Batch from SCANNED folder to HOT ,and BACKUP folders. |
| 1. CAPTURE PRO AUTO IMPORT (auto pilot) |  | Capture Pro Auto Impot output Batch to SCANPRO folder. |
| 1. SSS AUTO IMPORT SERVICES |  | Register Batch in Scanning Services Application. |
| **INTERNAL PRROCESS** | | |
| 1. SSS SYNCHRONIZER SERVICES |  | Prepare Bacth in SSS for Quality Control |
| **QUALITY CONTROL** | | |
| 1. QUALITY CONTROL |  | Perform a Quality Control and Output Batch to OUTPUT folder. |
| **PDF CONVERSION - OPTIONAL** | | |
| 1. SSS LOAD BALANCER SERVICES |  | Send Batch to PDF Conversion Station |
| 1. PDF CONVERSION   (auto pilot) |  | Peform Batch PDF Conversion |
| **ARCHIVE AND INDEXING PROCESS** | | |
| 1. SSS BATCH DELIVERY SERVICES |  | Send Batch to RESTING folder |
| 1. SSS INDEXER SERVICES |  | Upload Batch Documents and Metadata into SSS Database |
| **VFR UPLOAD** | | |
| 1. RENAMER SERVICES |  | Replace Alias name by the real Batch Name |
| 1. DUPLICATE REMOVER SERRVICES |  | Remove Batch from VFR, if Batch Exist |
| 1. UPLOADER SERVICES |  | Upload Batch Documents into VFR |