

Kyocera Cloud Capture Software Information

Version 20250609

Revision history

Release Date	Revision	Chapter	Contents
Mar. 12th, 2024	1.0	-	First release
Jun. 28th, 2024	1.1	2	Added new features in version 1.1
		3.1.1	Added Register IC card
		3.4.4	Added OneDrive to Workflow Type
		4.3	Added Organization Profile
		4.4	Added My Profile
		7.2	Changed the number of devices for Entry (Free trial)
		8.1	Added Third Party Software Guide
Sep. 30th, 2024	1.2	2	Added new features in version 1.2
		3.2.2	Added File name setting
		3.4.5	Added E-mail to Workflow Type
		3.6	Changed screenshot
Nov. 22nd, 2024	1.3	2	Added new features in version 1.3
		8.4	Added Iris 2024 to the list of Supported models
Feb. 28th, 2025	1.4	2	Added new features in version 1.4
		7.2	Modified Entry Plan Functionality in Type of subscription plan
		8.1	Added 17 languages to Supported languages
		8.2	Added Full-Text OCR (Entry) Columns to the OCR Language
		8.4	Added Perseus 2 High, Polaris Next, Polaris E-Plus and Libra 2
Jun. 6th, 2025	1.5	3	Added new features in version 1.5
		4.1	Added a description of multi-factor two-step authentication for users.
		5.3.2	Added authorization for multi-factor two-step authentication.
		8.2	Changed Entry (Trial) to Trial Changed NFR to NFR (Entry) Added NFR (Entry).
		9.1	Add Arabic, Hebrew

Table of Contents

1. Introduction	1
1.1. About this document	1
1.2. Abbreviation	1
1.3. Regarding trademarks	1
2. Kyocera Cloud Capture Overview	2
2.1. What is Kyocera Cloud Capture	2
2.2. Target customers	2
2.3. System overview	2
3. New feature of Kyocera Cloud Capture 1.5	4
3.1. Add multi-factor two-step authentication	4
3.2. Added ability to change trial duration to Entry plans	4
3.3. Add Entry Plan-Based NFR Plan	5
3.4. Add Supported Languages	5
3.5. Add the ability to check the type of an attribute during indexing	5
3.6. Add error reason to scan workflow failure notification email	5
3.7. Add Time Zone Settings	5
4. KCC Main Features	7
4.1. User authentication	7
4.1.1. Register IC card	8
4.2. Scan workflow	8
4.2.1. Managing scan workflows	8
4.2.2. Scan workflow settings	9
4.3. Input features	12
4.3.1. MFP client	12
4.4. Workflow type	13
4.4.1. Cloud Information Manager	13
4.4.2. SharePoint Online	14
4.4.3. Google Drive	14
4.4.4. OneDrive	14
4.4.5. E-mail	14
4.5. Indexing settings	14
4.5.1. If the workflow type is KCIM	14
4.5.2. If the workflow type is SharePoint Online	15
4.6. Logs	15

5. Customer Portal	17
5.1. User management	17
5.2. Device management	19
5.3. Organization Profile	20
5.3.1. PIN authorization settings	20
5.3.2. Multi-factor two-step authentication settings	20
5.4. My Profile	21
5.4.1. Access setting to cloud storage	21
5.4.2. PIN	21
5.4.3. IC card	22
5.5. Application launcher	22
6. Provider Portal	23
6.1. Manage organizations	23
6.2. Manage users	26
7. Specifications	28
7.1. KCC system requirements	28
7.2. Software composition	28
8. Plan	29
8.1. Pay-per-use subscriptions	29
8.2. Type of subscription plan	29
9. Appendix	32
9.1. Supported languages	32
9.2. OCR languages	33
9.3. OCR accuracy	34
9.3.1. Conditions and factors that may reduce the recognition rate of OCR processing	34
9.4. Supported models	36
9.5. User role	38
10. Contact Information	Error! Bookmark not defined.

1. Introduction

1.1. About this document

This document describes Kyocera Cloud Capture (KCC) version 1.5.

1.2. Abbreviation

- KCC is the abbreviation for Kyocera Cloud Capture.

1.3. Regarding trademarks

Google Chrome® is trademark of Google LLC.

Safari® and iOS® are trademarks of Apple Inc., registered in the U.S. and other countries and regions.

Microsoft® and Windows® are registered trademarks of Microsoft Corporation in the U.S and/or other countries.

All other brand and product names herein are registered trademarks or trademarks of their respective companies.

2. Kyocera Cloud Capture Overview

2.1. What is Kyocera Cloud Capture

Kyocera Cloud Capture (KCC) is a cloud-based document capture product that digitizes paper documents and outputs formatted files. With its simple setup and functionality, users can leverage KCC as an extension to MFP as needed, such as outputting scanned documents to cloud services. KCC captures documents from MFP and processes document data through KCC features. Document data is output to the specified destination. Customers can specify external systems such as Kyocera Cloud Information Manager (KCIM) as the output destination.

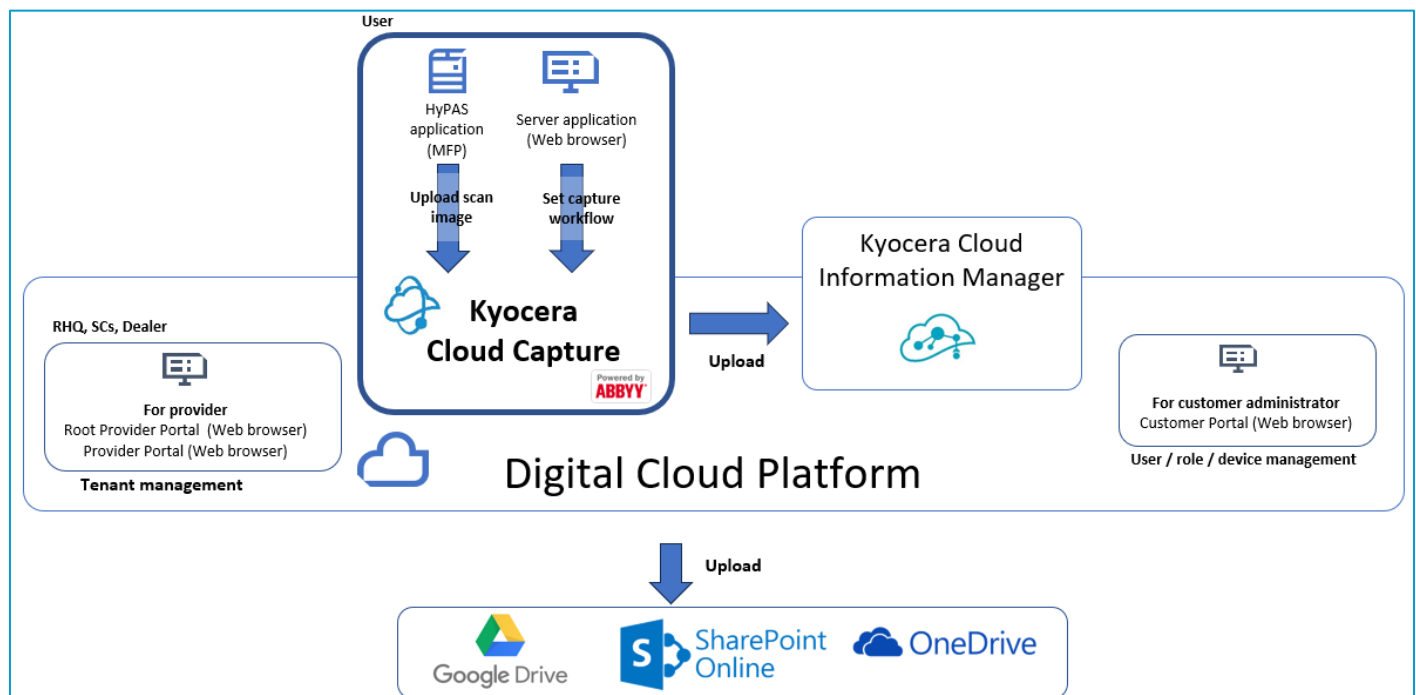
2.2. Target customers

KCC targets the following customers:

- Customers who want to digitize documents, including paper documents.
- Customers who want to upload documents in an external system together with information such as the total amount on a receipt, etc.
- Customers who want to extend the scanning capabilities of MFP and use the ability to send to cloud services.

2.3. System overview

This section describes the main components of KCC.



- **KCC:** KCC is a cloud capture system that provides customers with image processing, file format conversion, and indexing features.

- **Server application:** Customer administrators or customer user can access server application of KCC using a web browser. Customer administrators can configure the scan workflow, view the logs, and download Admin Guide. Customer user can download User Guide.
- **HyPAS application:** The HyPAS application must be installed for MFP to upload documents from MFP to KCC. The HyPAS application connects to KCC. Customers can scan and upload their documents to KCC using this application.
- **Digital Cloud Platform:** A platform built on the cloud that runs a cloud-based system that includes KCC and the Customer Portal, Provider Portal, and Root Provider Portal.
- **Customer Portal:** The customer administrators or customer user can access the Customer Portal using a web browser. The customer administrators can add user accounts for their own organization and register MFPs. Customer users can register their user account with KCC to establish a link between third-party cloud storage and KCC and download the user guide.
- **Provider Portal:** The provider (SCs, Dealers, Distributors) can access the provider portal using a web browser. They can add, edit, or delete organizations for child providers or for their customers.
- **Root Provider Portal:** The root provider (RHQs) can access the root provider portal using a web browser. Features are same as the provider portal as of v1.0.

3. New feature of Kyocera Cloud Capture 1.5

3.1. Add multi-factor two-step authentication

For enhanced security, we have added support for multi-factor two-step authentication (MFA) using email authentication code. This allows users to greatly increase the security of their accounts by entering a temporary authorization code that they receive via email, in addition to their password when logging in through the Customer Portal.

Organization Profile

General
Authentication

PIN authentication

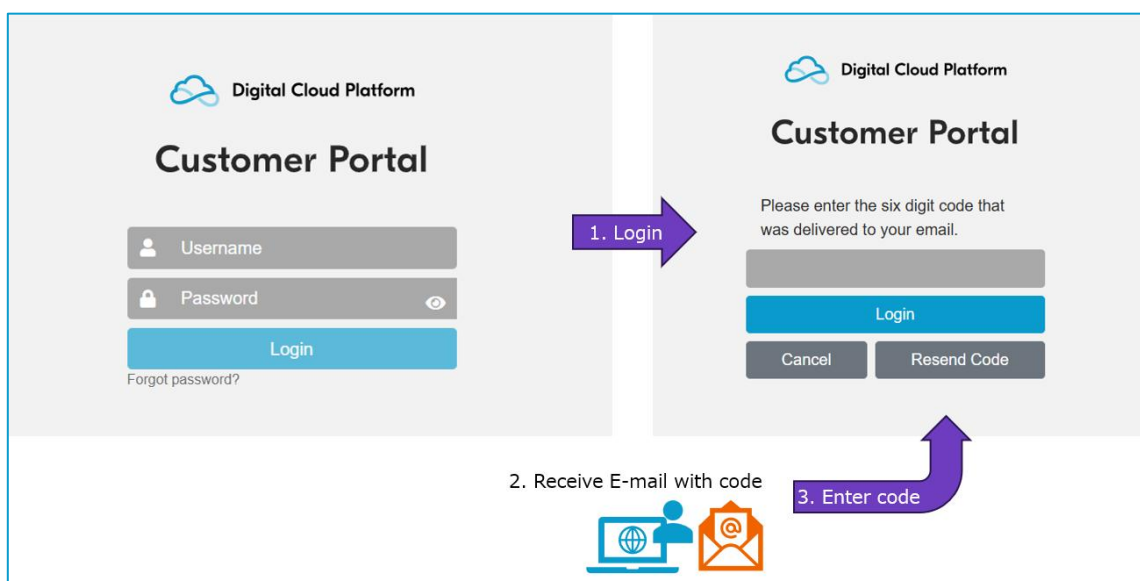
☐ Off
☒ On

☒ 6-digit
☐ 8-digit

Enabling "PIN authentication" may reduce authentication strength compared to a strong password.

Multi-factor authentication

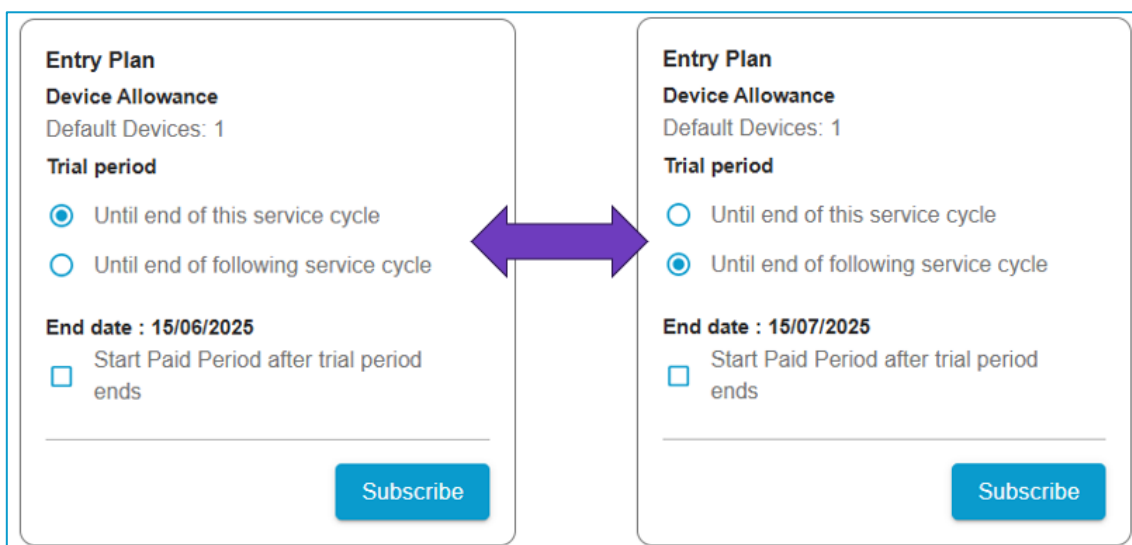
☐ Off
☒ On



3.2. Added ability to change trial duration to Entry plans

When subscribing to an Entry (paid) plan, Provider Portal administrators can now choose between two

trial periods. Administrators will be able to apply a trial period of either up to one month or two months. Administrators will also be able to choose whether to automatically transition to a paid term after the trial period ends.



Entry Plan

Device Allowance
Default Devices: 1

Trial period

☒ Until end of this service cycle

☐ Until end of following service cycle

End date : 15/06/2025

☐ Start Paid Period after trial period ends

Subscribe

↔

Entry Plan

Device Allowance
Default Devices: 1

Trial period

☐ Until end of this service cycle

☒ Until end of following service cycle

End date : 15/07/2025

☐ Start Paid Period after trial period ends

Subscribe

3.3. Add Entry Plan-Based NFR Plan

NFR plans based on the Entry plan are now available. Previous NFR plans were based on Basic, but now sales reps can demo the Entry plan.

*Either Entry or Basic NFR plans are available in each region.

3.4. Add Supported Languages

Arabic and Hebrew were added as supported languages. For details, refer to "9.1 Supported Languages."

3.5. Add the ability to check the type of an attribute during indexing

When the workflow type is Cloud Information Manager, we have improved the ability to enter values that match the attribute type. This allows administrators to set up scan workflows and users to enter appropriate values for attributes.

*The attribute of type Signer List added in KCIM 2.8 is not supported. The KCC does not display attributes of type Signer List.

3.6. Add error reason to scan workflow failure notification email

Users can now see why a workflow failed in the email that they are notified when a scan workflow fails.

3.7. Add Time Zone Settings

Administrators can now set the time zone in the application settings. If administrators specify date and time information in the output file name setting, the file name will be output using the date and time specified in the time zone setting.

*The time zone setting only affects the date and time information used in the output file name as of version 1.5.

Settings

Plan Time zone

Time zone

+09:00 Osaka, Sapporo, Tokyo ▼

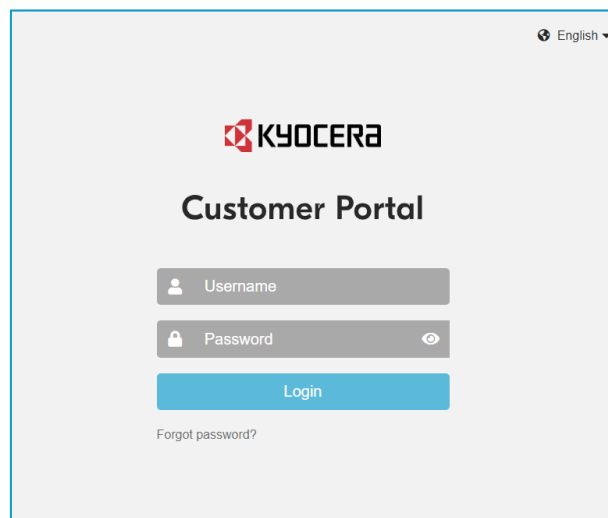
4. KCC Main Features

This chapter describes the features available to customer administrators and end users using the Customer Portal and the HyPAS application.

4.1. User authentication

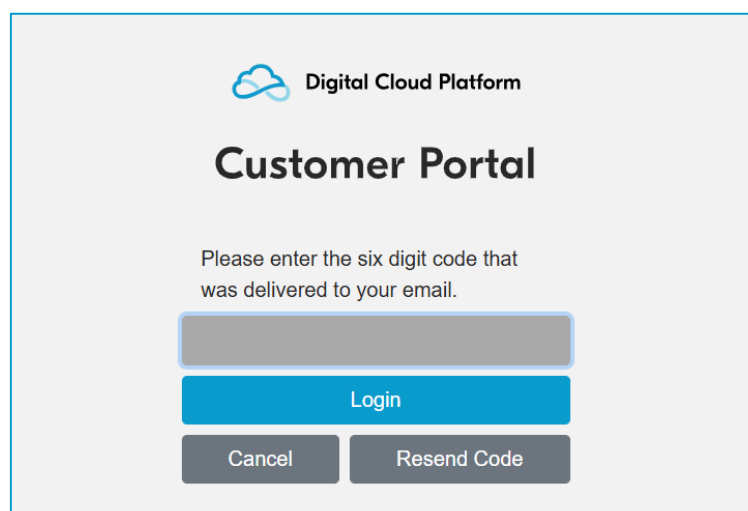
KCC can only be used by users registered by the administrators. When administrators create a user account, an activation email is sent to the user. The email contains instructions to activate the user account.

Users can log in to the Customer Portal and HyPAS application using their user account credentials. If invalid credential is entered 3 times in 15 minutes, the user account will be locked for 30 minutes. Administrators can unlock the locked accounts from user management screen. Password reset can also unlock the locked user accounts.



The screenshot shows the Customer Portal login interface. At the top right, there is a language selector set to 'English'. The KYOCERA logo is centered at the top. Below it, the title 'Customer Portal' is displayed. The login form consists of two input fields: 'Username' with a user icon and 'Password' with a lock icon and a toggle eye icon. A blue 'Login' button is positioned below the password field. A link for 'Forgot password?' is located at the bottom of the form.

If multi-factor two-step authentication is enabled, the user receives an email with an authentication code after the first login. Users can log in to Customer Portal by entering the code they receive on the code entry screen. The code can only be used once for five minutes after it is issued.

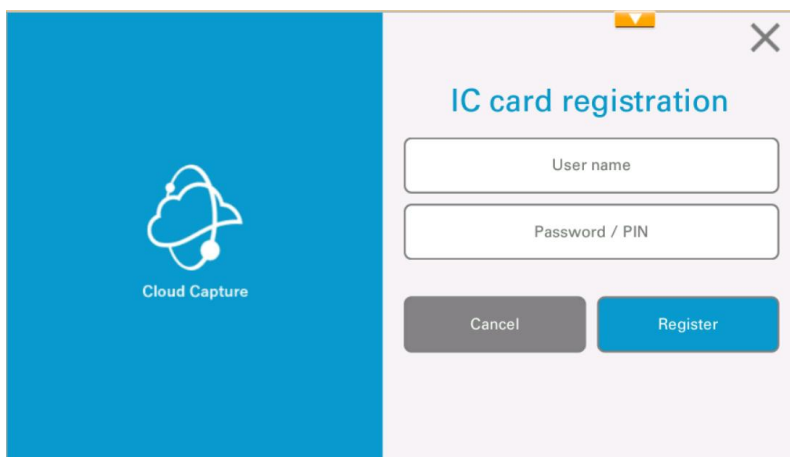


The screenshot shows the Customer Portal code entry interface. At the top, the 'Digital Cloud Platform' logo is displayed. The title 'Customer Portal' is centered. Below the title, a message states: 'Please enter the six digit code that was delivered to your email.' A large input field for the code is provided. Below the input field are three buttons: a blue 'Login' button, and two grey buttons labeled 'Cancel' and 'Resend Code'.

In addition, Users can log in using PIN and IC cards as user account credentials in HyPAS application. PIN and IC card used for authentication must be registered by the user in advance. User can register a PIN in My Profile in the Customer Portal. IC cards can be registered on the login screen of HyPAS application.

4.1.1.Register IC card

If an IC card reader is connected to MFP, user can register his or her IC card on the login screen.



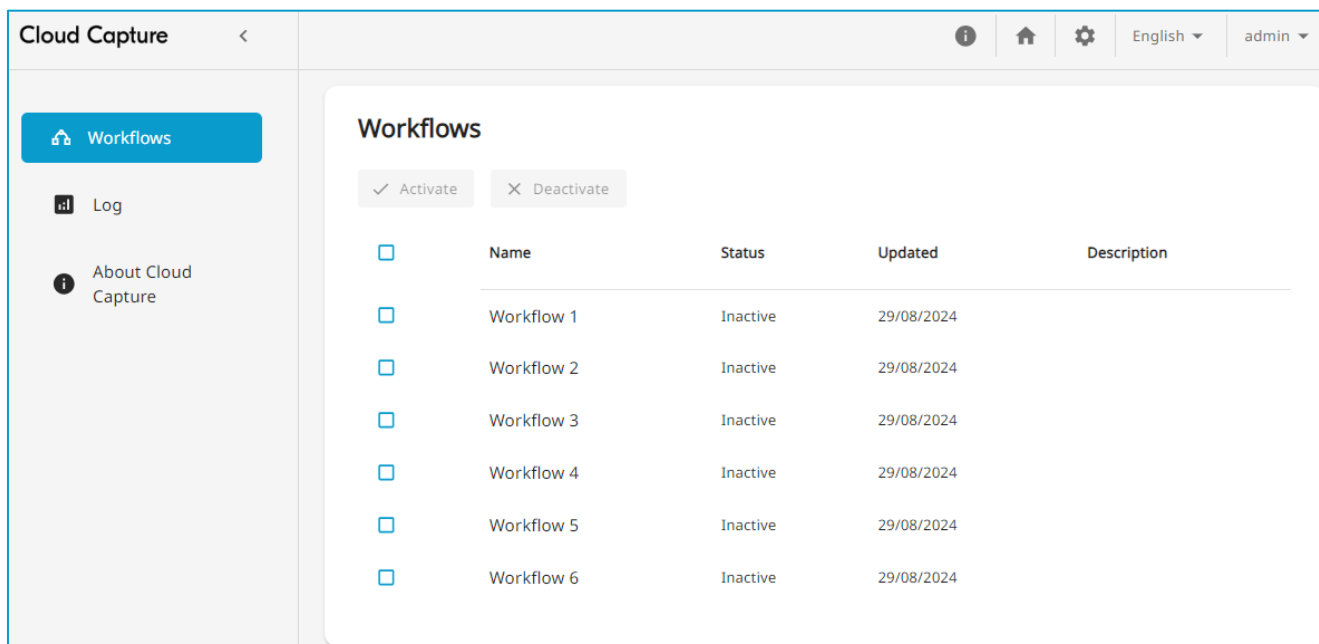
The image shows a mobile application interface for 'IC card registration'. On the left is a blue panel with the 'Cloud Capture' logo. On the right is a white registration form with a close button (X) in the top right corner. The form contains two input fields: 'User name' and 'Password / PIN'. Below these fields are two buttons: a grey 'Cancel' button and a blue 'Register' button.

4.2. Scan workflow

This section explains the KCC scan workflow feature.

4.2.1.Managing scan workflows

In KCC, scan workflows can be managed from the Workflows page.



The image shows a web application interface for managing workflows. The top bar includes the 'Cloud Capture' logo, a back arrow, and user controls (info, home, settings, language, and user name 'admin'). The left sidebar has a 'Workflows' button and links for 'Log' and 'About Cloud Capture'. The main content area is titled 'Workflows' and includes 'Activate' and 'Deactivate' toggle buttons. Below is a table listing six workflows, all of which are 'Inactive' and were last updated on '29/08/2024'.

	Name	Status	Updated	Description
<input type="checkbox"/>	Workflow 1	Inactive	29/08/2024	
<input type="checkbox"/>	Workflow 2	Inactive	29/08/2024	
<input type="checkbox"/>	Workflow 3	Inactive	29/08/2024	
<input type="checkbox"/>	Workflow 4	Inactive	29/08/2024	
<input type="checkbox"/>	Workflow 5	Inactive	29/08/2024	
<input type="checkbox"/>	Workflow 6	Inactive	29/08/2024	

The following table shows properties of scan workflow;

Property	Description
Name	Name of scan workflow
Status	Active or Inactive Inactive scan workflows are not displayed on the HyPAS application screen.
Updated	The last modified date of the scan workflow.
Description	Description of the scan workflow.

Properties of scan workflow

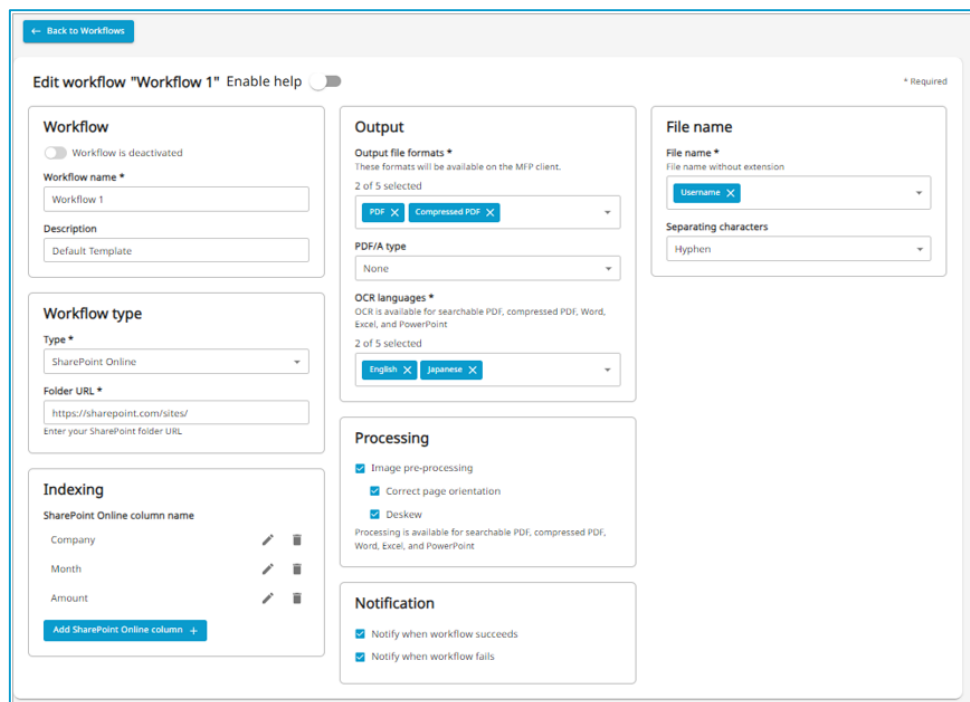
The following table shows controls which can be applied to scan workflow;

Control	Description
Edit	Open scan workflow settings to edit. * Clicking any part of each workflow row opens the scan workflow settings screen.
Activate	Activate scan workflow (s). Users can run activated workflows.
Deactivate	Deactivate scan workflow (s). Users cannot run inactivated workflows.

Controls of scan workflow

4.2.2.Scan workflow settings

Scan workflow settings consist of workflow information, workflow type setting, image processing setting, output setting, and notification setting.



Scan workflow settings

Category	Name of task	Description
Workflow	Workflow is activated/ Workflow is deactivated	Activate/deactivate scan workflow
	Workflow name	Scan workflow name
	Description	Description of scan workflow
Workflow type	Type	Administrators can choose the workflow type: KCIM, SharePoint Online, Google Drive, or E-mail. Depending on the workflow type selected here, additional settings for folder and indexing information are applied.
	Folder path or Folder URL	Folder for the selected workflow type. *If the workflow type is KCIM type, specifies the folder that can be retrieved from KCIM.

		*If the workflow type is SharePoint Online type, specify the SharePoint Online URL.
Indexing		<p>Information for indexing used by the selected workflow type. The indexing information set here is used by the HyPAS application.</p> <p>* If the workflow type is KCIM type, administrators can register values for each attribute of the document class referenced from KCIM.</p> <p>* If the workflow type is SharePoint Online type, specify the attribute retrieved from SharePoint Online and register the value.</p>
Output	Output file formats	Specify the file format available for the HyPAS application.
	PDF/A type	Specifies PDF/A format for generating searchable PDF or Compressed PDF.
	OCR languages	<p>Set the languages for OCR processing.</p> <p>*This setting takes effect only if the file format includes searchable PDF, Compressed PDF, Word, Excel, or PowerPoint.</p>
Processing	Image pre-processing	Specify to perform auto rotation and deskew of the image.

		*This setting takes effect only if the file format includes searchable PDF, Compressed PDF, Word, Excel, or PowerPoint.
Notification	Notify when workflow succeeds	The user who ran the scan workflow is notified by email that it was successful.
	Notify when workflow fails	The user who ran the scan workflow is notified by email that it failed.
File name	File name	Administrators can set an initial value for the file name displayed in MFP client. The file name is a combination of "user name", "workflow name", and so on.
	Separating characters	Administrator can set a character to be inserted between the information set in the file name. Administrators can choose from hyphen, underscore, period, and space.

Scan workflow tasks

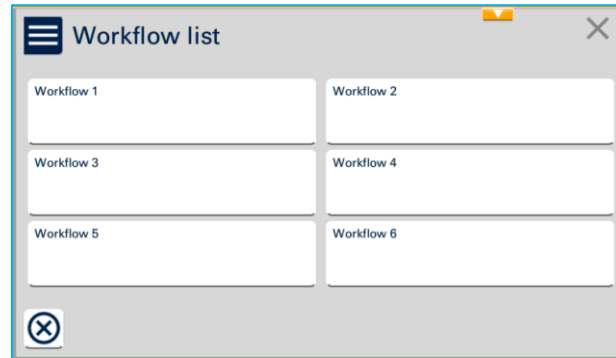
To forward a scan job, select the desired workflow from the HyPAS application.

4.3. Input features

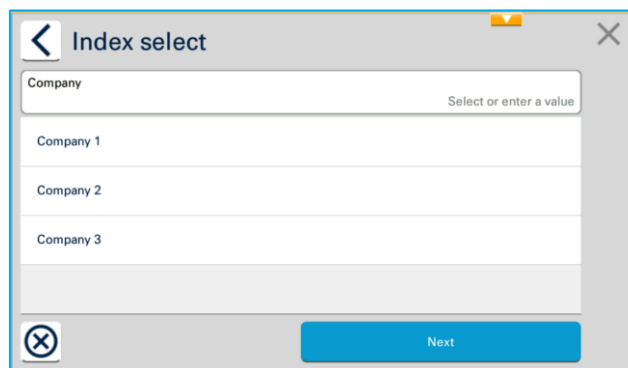
This section describes how to input documents into KCC.

4.3.1.MFP client

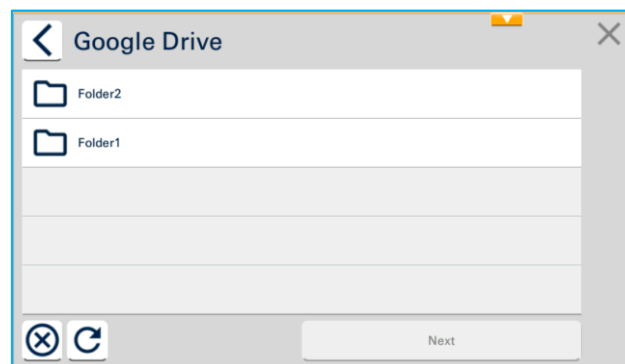
On the MFP client, the scan workflow configured in the scan workflow settings is displayed. Users can start the selected scan workflow.



If the workflow type of the selected scan workflow is KCIM or SharePoint Online, users can select or enter values for the attributes.



If the workflow type is Google Drive or OneDrive, users can select the folder to send the files to.



4.4. Workflow type

This section explains the workflow type.

In KCC, administrators can select one of several workflow types on the scan workflow settings screen. When users run a workflow, KCC sends the document to the destination according to the selected workflow type.

4.4.1. Cloud Information Manager

A workflow type that can be specified if customer have a KCIM plan contract. Documents are sent to KCIM.

On the scan workflow settings screen, administrators can refer to document classes in the KCIM server. The administrators can select a document class and register the values that can be entered for the

attributes.

When users run a workflow, they can directly enter a value or select a registered value for this attribute. The value entered for the attribute is stored in the document class and sent to KCIM with the entered document.

4.4.2.SharePoint Online

Documents are sent to SharePoint Online.

On the scan workflow settings screen, administrators can specify a specific folder in SharePoint Online by entering a URL. They can also register values that users can enter for indexes registered in this folder. When users run a workflow, they can directly enter a value or select a registered value for this attribute. The value entered for the attribute is sent to SharePoint Online with the entered document.

4.4.3.Google Drive

Documents are sent to Google Drive.

When users run a workflow, they can select a folder in Google Drive that they have previously granted access to. The document is sent to the selected folder.

4.4.4.OneDrive

Documents are sent to OneDrive.

When users run a workflow, they can select a folder in OneDrive. The document is sent to the selected folder.

4.4.5.E-mail

Documents are sent to OneDrive for Business.

When users run the workflow, an email is sent to their email address with the document attached.

4.5. Indexing settings

This chapter describes indexing settings.

An index is a set of attribute information that is attached to a document. KCC allows users to enter this attribute information when they enter a document. Indexing allows administrators to pre-register attribute information and its values in the workflow for users to enter in the HyPAS application. If the workflow type is KCIM or SharePoint Online, the administrators can set the index settings.

4.5.1.If the workflow type is KCIM

Administrators can specify a document class registered in KCIM. The document entered by the user is

registered in KCIM with the document class specified here.

Document class

Class

Invoice

The administrators can also register user-selectable values in the HyPAS application for attributes registered in the selected document class.

Add attribute

Attribute *

Customer name

Values
3 of 50 values for this attribute

Add value
Add

Customer A
Customer B
Customer C

Cancel
Save

4.5.2.If the workflow type is SharePoint Online

Administrators can register values that users can select in the HyPAS application.

Edit SharePoint Online column

Column name

Customer name

Values
3 of 50 values for this column

Add value
Add

Customer A
Customer B
Customer C

Cancel
Save

4.6. Logs

KCC provides a scan workflow log.

Scan workflow log shows when, what, who and result of scan workflows executed and pending.

Log

Refresh

Download

Choose dates


Date	User	Workflow	Status	Input File	Processing Page Count	File Name	Details
15/11/2024 09:21:45	admin	Google Drive	Failed	admin-1731630094368.pdf		—	A problem occurred.
admin-1731630094368.pdf							
15/11/2024 09:20:27	admin	Google Drive	Completed	admin-1731629961349.pdf		+	
15/11/2024 09:15:20	admin	SharePoint	Completed	admin-1731629708941.pdf		+	
15/11/2024 09:14:54	admin	Google Drive	Completed	admin-1731629683320.pdf		+	

5. Customer Portal

Customer Portal is a one-stop portal that allows customers to manage common settings for multiple applications, including KCC. Customer Portal has four features.

- User management
- Device management
- Access setting to cloud storage
- Application launcher
- Output report
- Bulk customer registration

5.1. User management

The user list displays user with  icon who is the representative of the organization. This user is the first user created in the organization. There can only be one organization representative for each organization.

The customer administrators can add users by clicking **Add new**.

Add user

Contact information

Username

First name

Last name

Email address

Role*

☐ Administrator

☐ User

Cancel
Add

- **Contact information** - User's information.
 - o **Username** - User's username for login. This has to be unique for each organization.
 - o **First name** - First name of the user.
 - o **Last name** - Last name of the user.
 - o **Email address** - Email address of the user.
- **Role** - Role of the user.
 - o **Organization representative** – Representative of the system. The email address of the organization representative appears in the organization list in the parent Provider Portal. A Provider may contact this email address. Same privilege as Administrator.
 - o **Administrator** - Administrators of the system. The user with this role has access to the **Users** page.
 - o **User** - This is for all other users who do not have access to user management page.

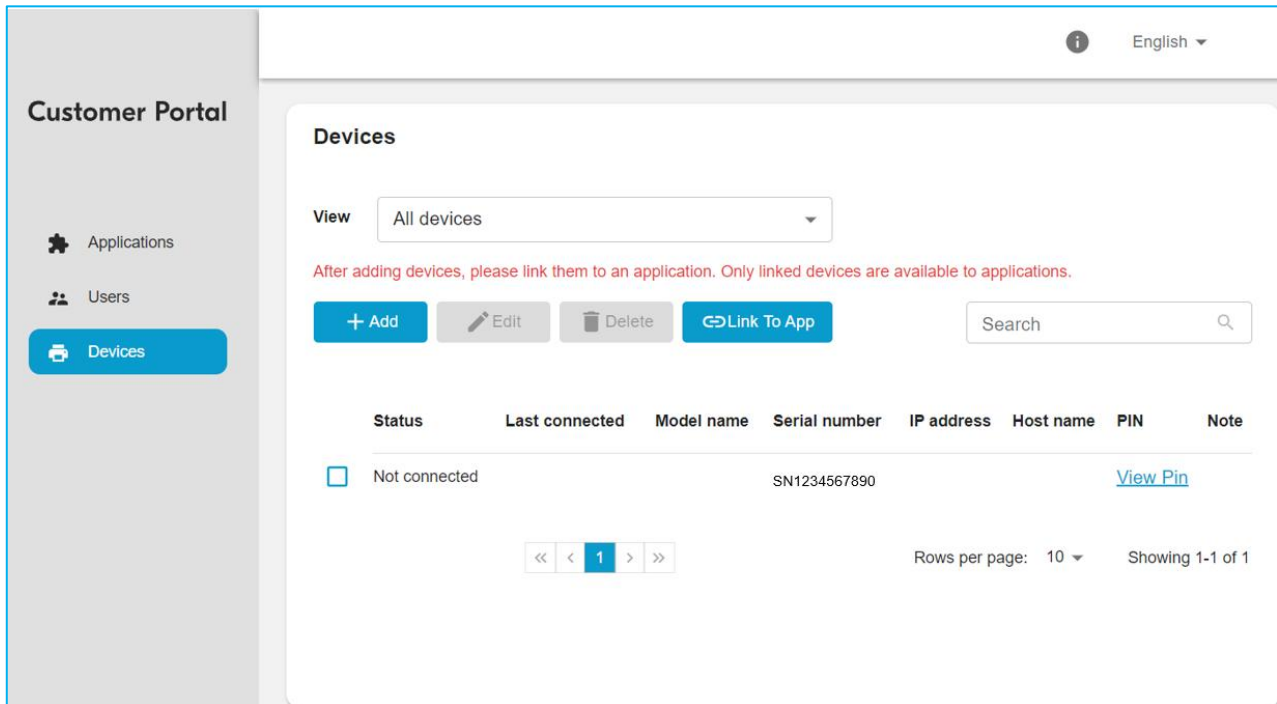
When a user is created, an email about activating the user account is sent to the user's email address.

Administrators can also unlock users who are locked out of their user accounts. When a user has 3 unsuccessful login attempts within 15 minutes, the user account is locked out for 30 minutes.

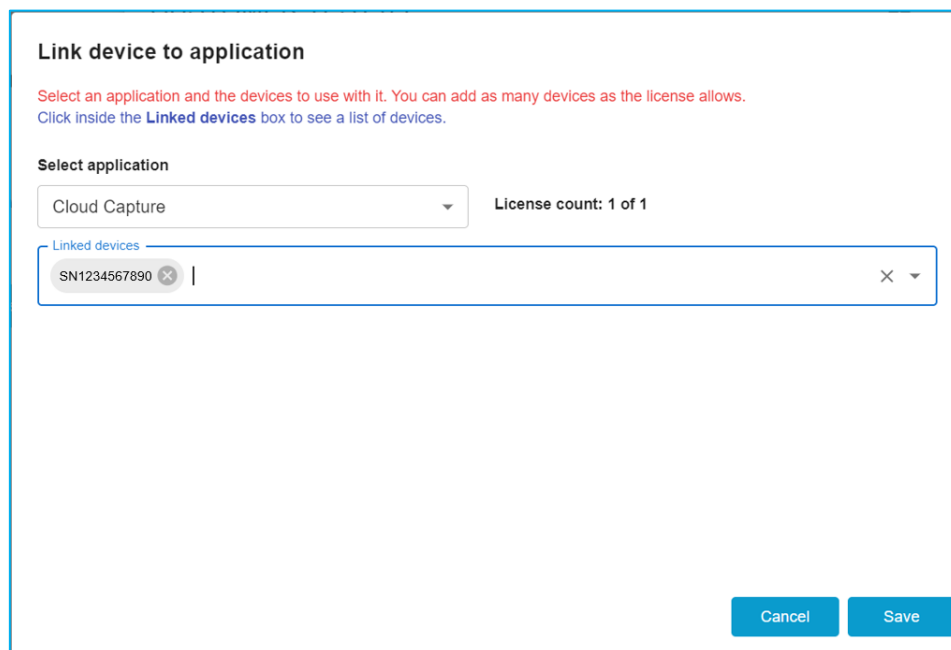
Administrators can view the list of locked out users to unlock a specific user account.

5.2. Device management

The customer administrators can view and manage the devices that are registered to their organization.



The screenshot shows the 'Customer Portal' interface. On the left is a sidebar with 'Applications', 'Users', and 'Devices' (selected). The main area is titled 'Devices'. It includes a 'View' dropdown set to 'All devices', a red informational message, and action buttons: '+ Add', 'Edit', 'Delete', and 'Link To App'. A search bar is also present. Below is a table with columns: Status, Last connected, Model name, Serial number, IP address, Host name, PIN, and Note. One device is listed with status 'Not connected' and serial number 'SN1234567890'. A 'View Pin' link is next to it. At the bottom, there are pagination controls showing '1' of 1 and 'Rows per page: 10'.



The screenshot shows a modal dialog titled 'Link device to application'. It contains a red informational message and instructions. There is a 'Select application' dropdown set to 'Cloud Capture' and a 'License count: 1 of 1' indicator. Below is a 'Linked devices' input field containing the serial number 'SN1234567890'. At the bottom right are 'Cancel' and 'Save' buttons.

The license count in this screen shows the number of devices that can be registered to KCC in the customer organization. Once the number of licenses reaches the limit, the customer administrators cannot add a device to KCC anymore.

When adding a device, a PIN is needed. This PIN is used to access the administrator menu of the device's HyPAS application.

Add device

Device serial number
+

PIN

Authentication information

Username

Password

キャンセル Add

5.3. Organization Profile

5.3.1.PIN authorization settings

Administrators can allow the PIN authentication feature in the organization profile. If allowed, the user can authenticate using a PIN.

*In some regions, administrators can choose the number of digits in the PIN.

PIN authentication

Enabling "PIN authentication" may reduce authentication strength compared to a strong password.

Off On

5.3.2.Multi-factor two-step authentication settings

Administrators can allow multi-factor two-step authentication in their organization profiles. If allowed, users will be able to perform multi-factor two-step authentication using the code they receive in email.

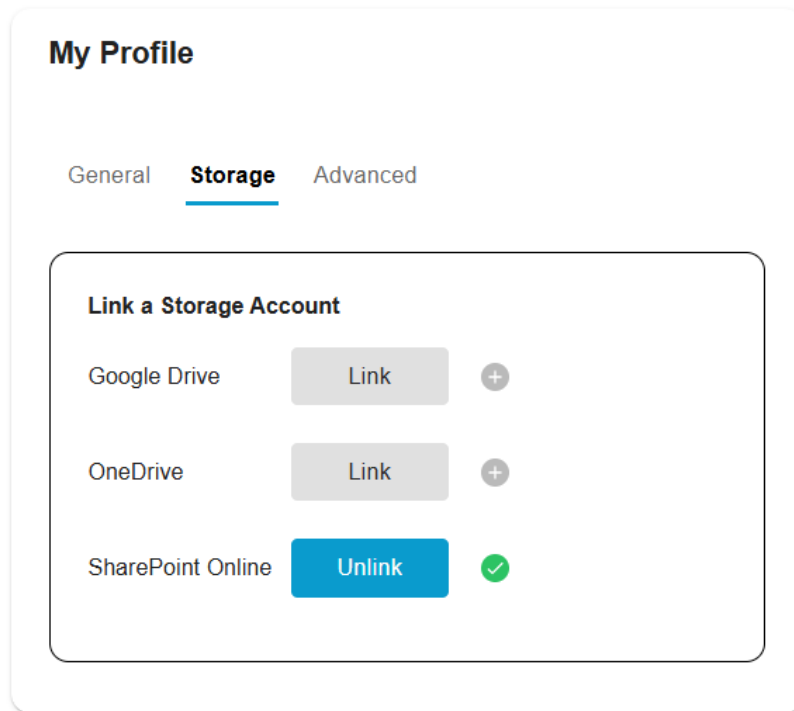
Multi-factor two-step authentication

Off On

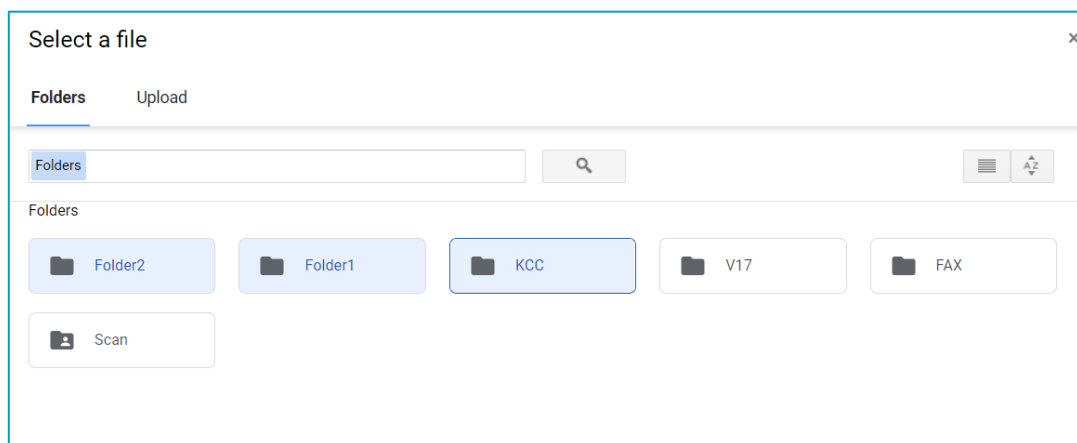
5.4. My Profile

5.4.1. Access setting to cloud storage

In the My Profile, users can register their user account with KCC to establish a link between third-party cloud storage and KCC.



Also, to allow users to select folders in Google Drive from the KCC HyPAS application, users can grant KCC access to folders in Google Drive.



5.4.2. PIN

Users can set a PIN in their My Profile.

PIN authentication

Create 6-digit PIN with numbers only for easy login

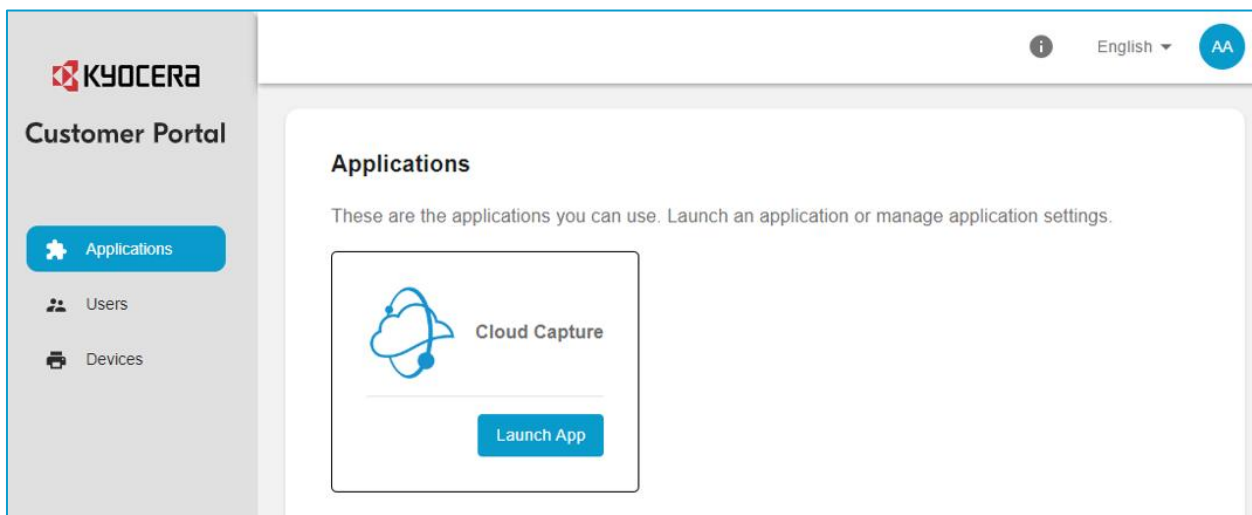
PIN access code

5.4.3.IC card

Users can check the registered IC card in My Profile. Users can also cancel the registration of a registered IC card.

5.5. Application launcher

Users can start KCC from the icon displayed in the application launcher.

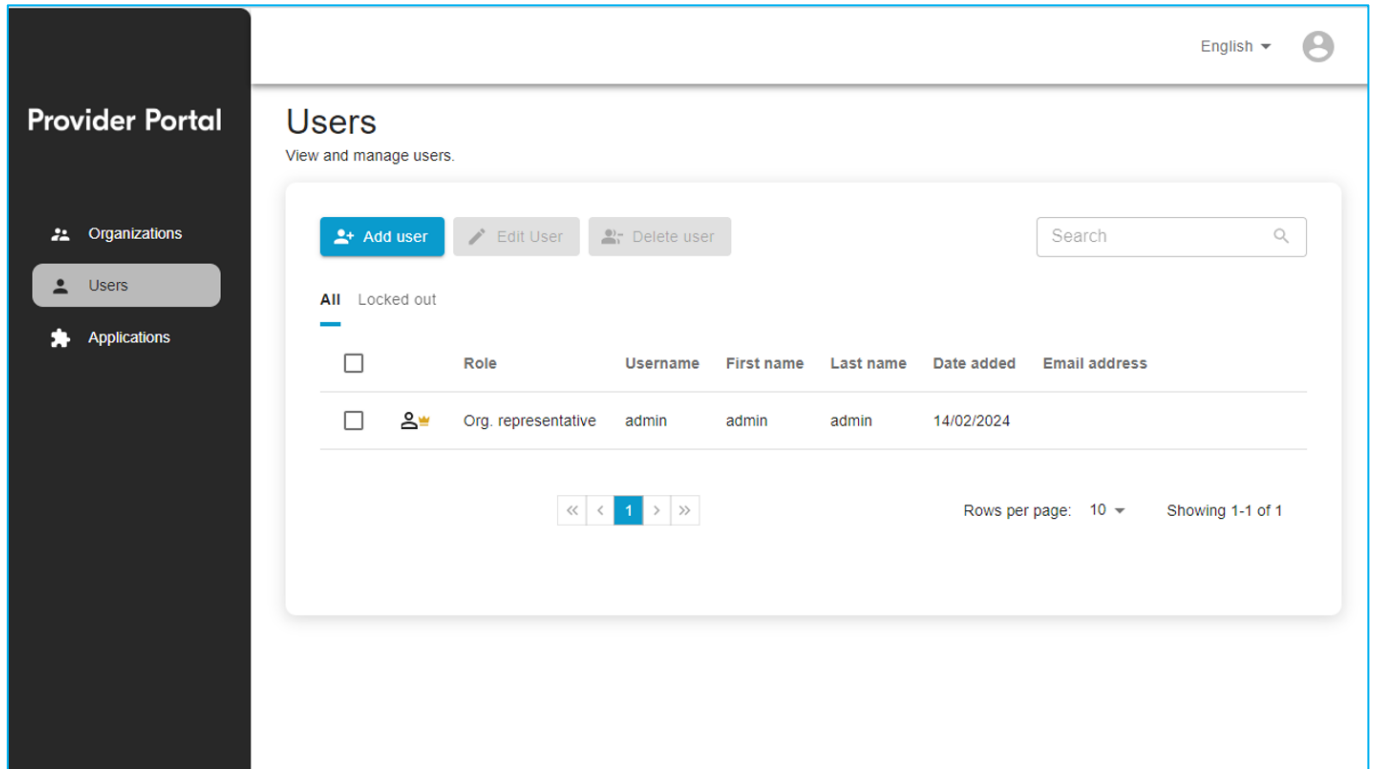


6. Provider Portal

Provider Portal is a portal for RHQ, sales companies and dealers to manage their child organizations.

6.1. Manage organizations

Providers can view and manage their own child organizations. A child organization is either a provider organization or a customer organization.



The screenshot shows the 'Provider Portal' interface with a sidebar containing 'Organizations', 'Users', and 'Applications'. The main content area is titled 'Users' with the subtitle 'View and manage users.' It includes buttons for 'Add user', 'Edit User', and 'Delete user', along with a search bar. Below these is a table of users with columns for checkboxes, Role, Username, First name, Last name, Date added, and Email address. The table shows one user with the role 'Org. representative' and username 'admin'. At the bottom, there are pagination controls showing '1' of 1 page and a 'Rows per page' dropdown set to 10.

	Role	Username	First name	Last name	Date added	Email address
<input type="checkbox"/>	Org. representative	admin	admin	admin	14/02/2024	

Providers can add, edit, or delete a provider organization one level lower than them.

Add an organization

Type
☒ Provider
☐ Customer

Organization name and URL

Organization name

Organization display name

Contact email address

URL :

https://.provider-portal-kdcqa1.kdcbslab.dev

Management ID / Customer ID

Organization language preference

English

Cancel Done

- Providers will be required to set organization name, organization display name, contact email address while adding or editing the organization's information.
***The organization name must be unique among all organizations under the Provider Portal. If there is already a registered organization name, the add/edit operation cannot be completed.**
- Administrators can configure which brand logos are displayed in subordinate provider organizations.

Providers can also manage a customer organization.

Add an organization

Type
☐ Provider
☒ Customer

Organization name and URL

Organization name

Organization display name

Contact email address

URL :
https://.customer-portal-kddaqa3.kdcbslab.dev
Management ID / Customer ID
Organization language preference

English

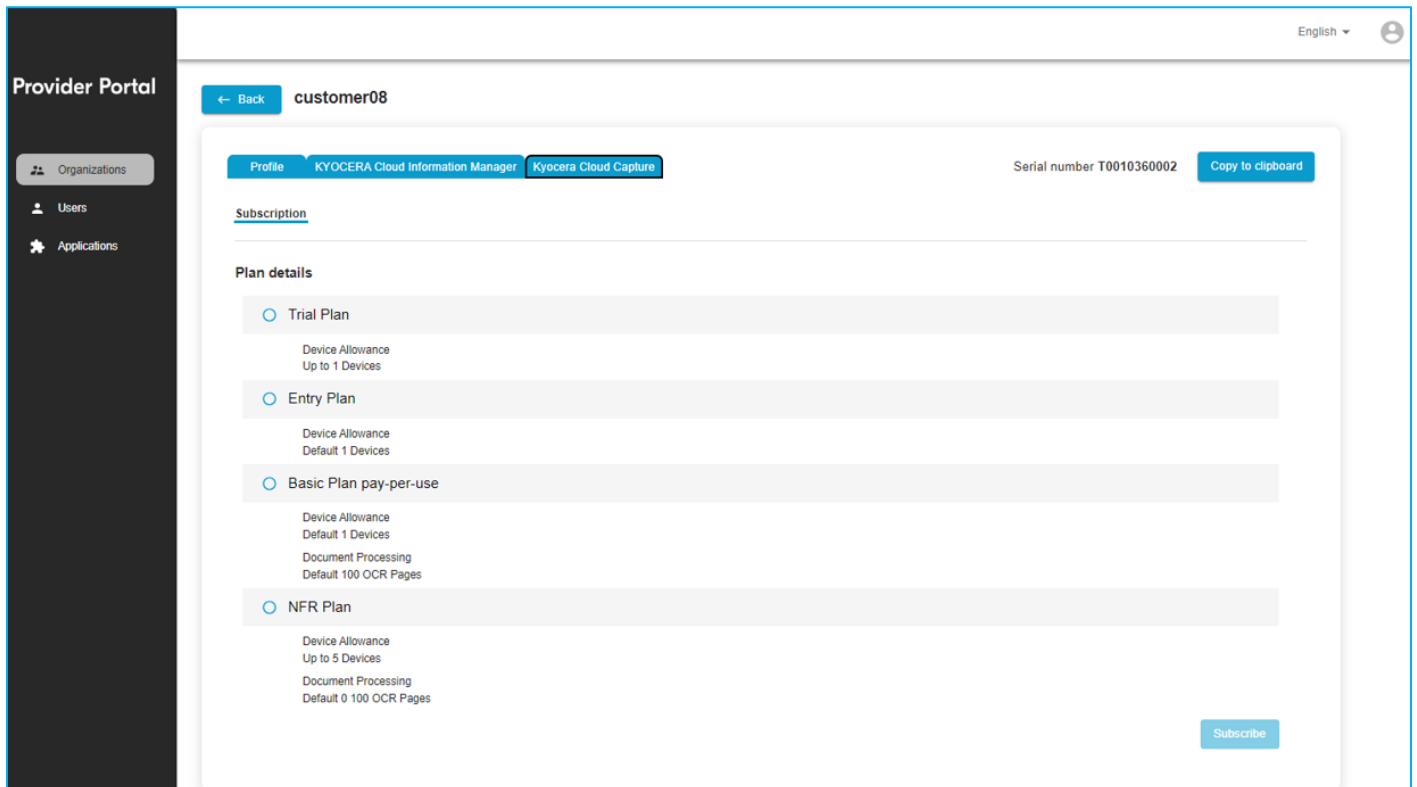
Applications
☒ KYOCERA Cloud Information Manager
☒ Kyocera Cloud Capture

Additional email recipients
Username

Cancel Done

- Providers will be required to set organization name, organization display name, contact email address while adding or editing the organization's information.

***The organization name must be unique among all organizations under the Provider Portal. If there is already a registered organization name, the add/edit operation cannot be completed.**



Provider Portal

English

customer08

Serial number T0010360002

Copy to clipboard

Subscription

Plan details

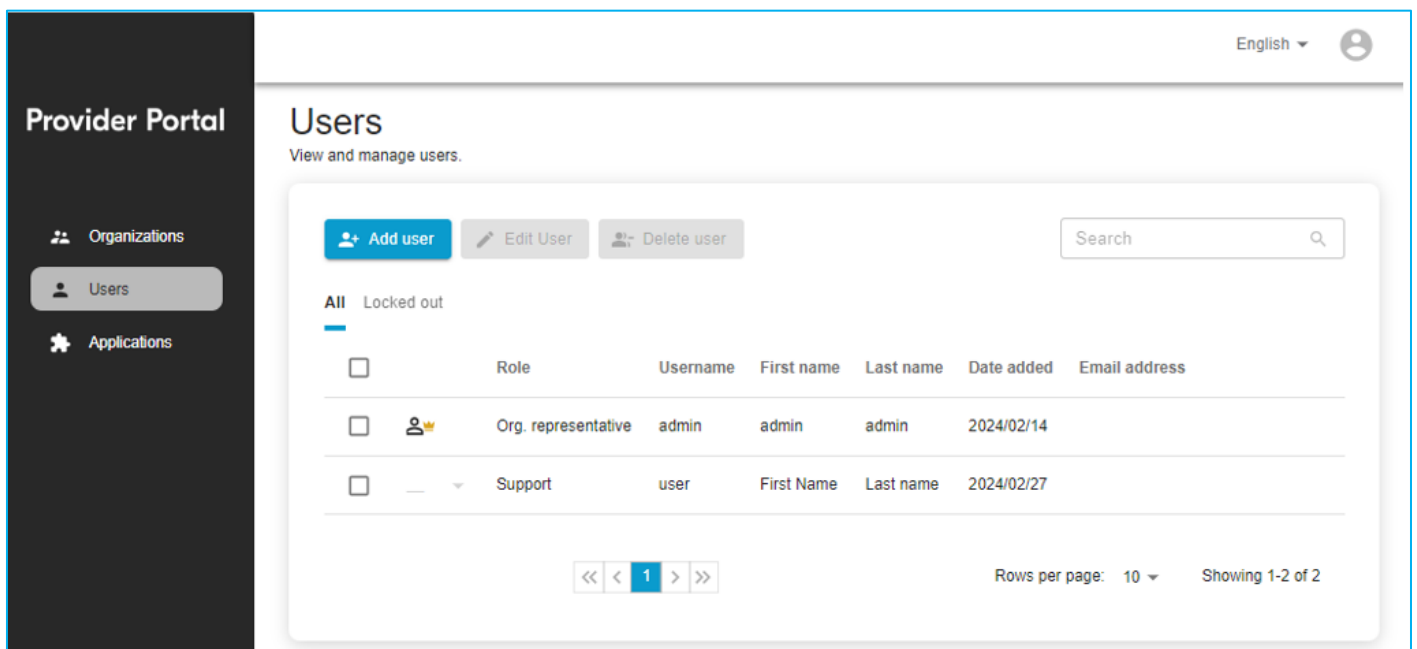
- ☐ Trial Plan
 - Device Allowance: Up to 1 Devices
- ☐ Entry Plan
 - Device Allowance: Default 1 Devices
- ☐ Basic Plan pay-per-use
 - Device Allowance: Default 1 Devices
 - Document Processing: Default 100 OCR Pages
- ☐ NFR Plan
 - Device Allowance: Up to 5 Devices
 - Document Processing: Default 0 100 OCR Pages

Subscribe

- Providers can activate licenses (Basic licenses, Additional licenses) via organization profile for child customer organizations.

6.2. Manage users

Sales companies and dealers can manage users who belong to their own organization.



Provider Portal

English

Users

View and manage users.

Add user Edit User Delete user

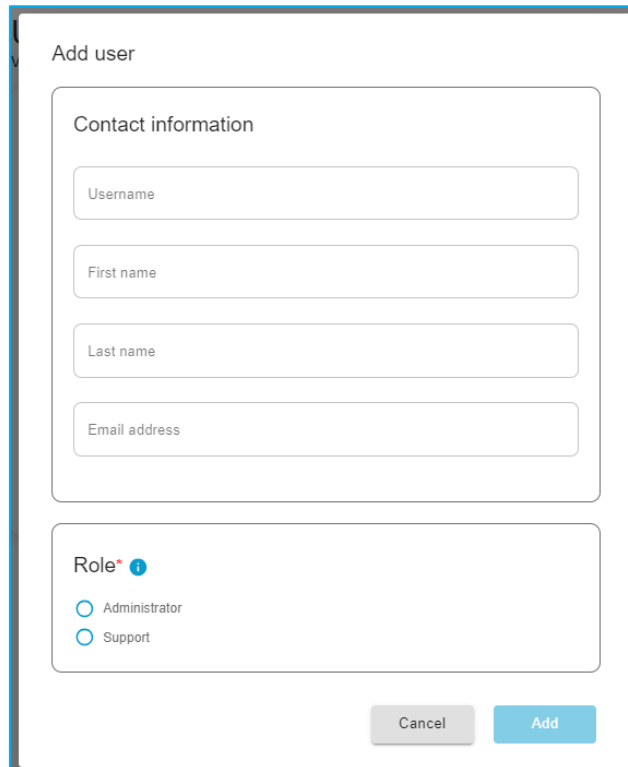
Search

All Locked out

	Role	Username	First name	Last name	Date added	Email address
<input type="checkbox"/>	Org. representative	admin	admin	admin	2024/02/14	
<input type="checkbox"/>	Support	user	First Name	Last name	2024/02/27	

Rows per page: 10 Showing 1-2 of 2

Providers can add, edit, or delete a user for their organization.



The screenshot shows a web-based form titled "Add user". It is divided into two main sections. The first section, "Contact information", contains four text input fields: "Username", "First name", "Last name", and "Email address". The second section, "Role*", features a blue information icon and two radio button options: "Administrator" and "Support". At the bottom right of the form are two buttons: a grey "Cancel" button and a blue "Add" button.

- Providers will be required to set username, first name, last name and user's role ("Administrator" or "Support") while adding or editing the user's information. For user role, refer to Chapter 7.5 User role.

※ A user's username and email address must be unique in the organization. If there is already a registered username or email address, the add/edit operation cannot be completed.

7. Specifications

7.1. KCC system requirements

Web UI (Root Provider Portal/Provider Portal/Customer Portal/KCC)	<ul style="list-style-type: none"> Supported Browser <ul style="list-style-type: none"> Edge 106 or later Chrome 70 or later Safari 14 or later 				
Required port	Source	Destination	Protocol	Port	services
	HyPAS application	KCC server	TCP	443	HTTPS: Login and send scanned documents to the cloud server
	Web browser	KCC server	TCP	443	HTTPS: Access to the UI

7.2. Software composition

Software	Application name	Explanation
HyPAS application	CloudCapture_1.0.0.xxxx_.pkg (x: number)	The HyPAS application to install on the MFP. It is available as an official release from the KDC.

8. Plan

8.1. Pay-per-use subscriptions

Pay-per-use subscriptions are sold.

Sales model	Target	Explanation
Subscription	RHQ/SC/Dealer/Distributor/Customer	Subscription for RHQ/ SC/ Dealer/ Distributor/ Customer that provides pay-per-use type of licenses.

8.2. Type of subscription plan

KCC has one paid plans for customers.

		Entry (Paid)	
General		Entry model that provides basic features to gain many customers. Estimated number of scans: 1000 or less per month. Supports indexing.	
RHQ		KDA, KDAU, KDEM, TA	KDAS, KDJ
Data Input	MFP	✓	✓
Image processing	OCR	Uses Tesseract OCR engine	
	Format exchange	PDF TIFF JPEG Searchable PDF* * Supported OCR languages are different from Basic plan. For details, refer to "8.2 OCR Language."	
	PDF/A type	-	-
	Image pre-	-	-

	processing		
Output	Kyocera Cloud Information Manager (KCIM)	✓	✓
	SharePoint Online	✓	✓
	Google Drive	✓	✓
	OneDrive	✓	✓

Free plans include Trial and NFR (Entry/Basic) .

	Trial	NFR (Entry)
General	This is a one-time free trial plan for customers.	This is a plan for RHQ / SC / Dealer / Distributor to handle commercial materials for verification and handling. The NFR license is for RHQ / SC / Dealer / Distributor and should NOT be distributed to customers.

Plan	Basic charge	Function			Default		Charges exceeded		Subscription unit
		Send to cloud *1	Manual indexing *2	OCR/image rotation *3	Number of devices	OCR pages	Number of devices	OCR pages *3	(maximum duration)
Entry (Paid)	Paid *5	✓	✓	✓ *4/-	1	No limit	Per 1 device	-	Monthly (-)
Trial	Free	✓	✓	-/-	1,000	-	-	-	1 year (1 year at maximum)
NFR (Entry)	Free	✓	✓	✓ *4/-	5	No limit	-		Monthly (1 year at maximum)

*1 KCIM, SharePoint Online, Google Drive, OneDrive

*2 KCIM, SharePoint Online

*3 Include correct page orientation/deskew

*4 Available only in some regions.

*5 Free for up to two months after a customer subscribes.

9. Appendix

9.1. Supported languages

The following table shows the list of languages supported by KCC.

Supported: ✓

Language	Server application (Web browser)	HyPAS application	Provider Guide	Admin Guide	User Guide	Third Party Software Guide
English	✓	✓	✓	✓	✓	✓
German	✓	✓	✓	✓	✓	-
Japanese	✓	✓	✓	✓	✓	-
French	✓	✓	-	-	-	-
Italian	✓	✓	-	-	-	-
Spanish	✓	✓	-	-	-	-
Dutch	✓	✓	-	-	-	-
Finnish	✓	✓	-	-	-	-
Turkish	✓	✓	-	-	-	-
Danish	✓	✓	-	-	-	-
Swedish	✓	✓	-	-	-	-
Portuguese (Portugal)	✓	✓	-	-	-	-
Portuguese (Brazil)	✓	✓	-	-	-	-
Norwegian	✓	✓	-	-	-	-
Russian	✓	✓	-	-	-	-
Polish	✓	✓	-	-	-	-
Czech Republic	✓	✓	-	-	-	-
Greek	✓	✓	-	-	-	-
Hungarian	✓	✓	-	-	-	-
Romania	✓	✓	-	-	-	-
Lithuania	✓	✓	-	-	-	-
Catalan	✓	✓	-	-	-	-
Traditional Chinese	✓	✓	-	-	-	-

Korean	✓	✓	-	-	-	-
Thailand	✓	✓	-	-	-	-
Vietnamese	✓	✓	-	-	-	-
Arabic	✓	✓	-	-	-	-
Hebrew	✓	✓	-	-	-	-

9.2. OCR languages

The following table shows whether the OCR engine has the language as dictionary or not.

Language	Full text OCR Entry (Paid)
Catalan	✓
Chinese (Simplified)	-
Chinese (Traditional)	-
Czech	✓
Danish	✓
Dutch	✓
English	✓
Finnish	✓
French	✓
German	✓
Greek	✓
Hungarian	✓
Italian	✓
Japanese	-
Korean	-
Norwegian	✓
Polish	✓
Portuguese (Brazil)	✓
Portuguese (Portugal)	✓
Romanian	✓
Russian	✓
Spanish	✓
Swedish	✓
Thai	-
Turkish	✓
Vietnamese	-
Slovenian	✓
Maltese	✓

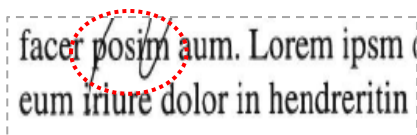

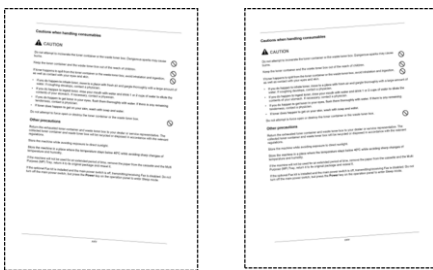
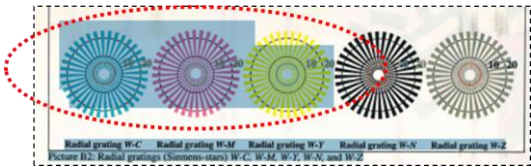

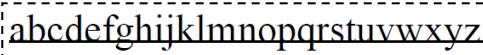
Estonian	✓
Icelandic	✓
Afrikaans	✓

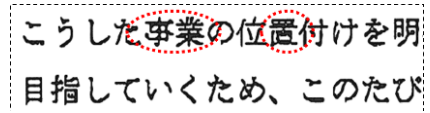

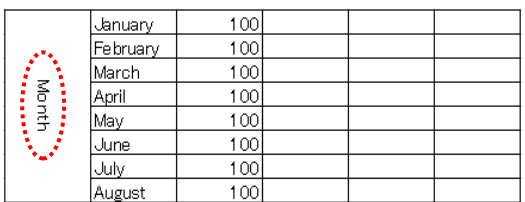

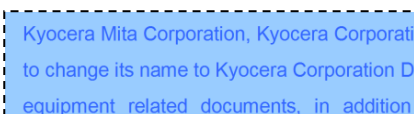
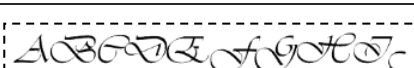
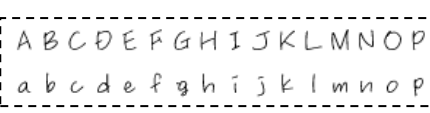
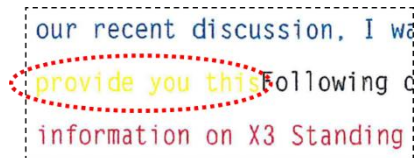

9.3. OCR accuracy

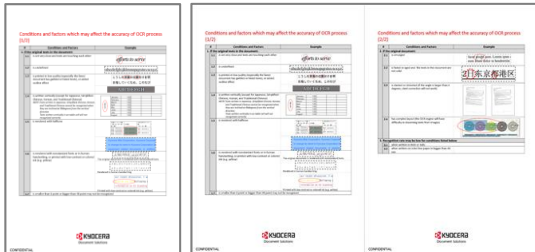
OCR does not guarantee 100% recognition accuracy. The recognition rate varies greatly depending on the type and condition of the original document to be read.

9.3.1. Conditions and factors that may reduce the recognition rate of OCR processing

The following conditions and factors can reduce the recognition rate. However, the conditions and factors listed here are not exhaustive.

Conditions and factors		Sample
Original document	If the original document is smudged.	
	If the original document is faded or aged and the text in the document are not solid.	
	If the original document is slanted or distorted. (if the angle is greater than 4 degrees, deskew will not work).	
	If the original document has complex layout (the OCR engine will have difficulty in discerning texts from images).	
Original text in the document	If the original text in the document is set very close and characters are touching each other.	
	If the original text in the document is underlined.	

	If the original text in the document is printed in low quality (especially if a faxed document has garbled or faded characters).	
	Text with outline effect	
	<p>If the original text in the document is written vertically (except for Japanese, Simplified-Chinese, Korean, and Traditional-Chinese).</p> <p>NOTE: Text written in Japanese, Korean, and Traditional-Chinese cannot be recognized when they are inclined at 90 degrees from vertical.</p>	
	Text rendered with halftone.	 
	Text rendered with nonstandard fonts.	
	Handwritten texts	
	Text printed with low-contrast or colored ink (e.g., yellow)	
	Text on background color	
	If the original text in the document is smaller than 6 points or bigger than 48 points.	-
Others	Text written in Bold or Italic.	-

	<p>If the original text in the document is written on ruled line paper in bigger than A4 size.</p>	
--	--	--

9.4. Supported models

The following table shows the list of supported models. HyPAS app can be installed and used on these models.

	Project name	KDC model	TA model	Note
A3 MFP	Tomcat4	TASKalfa MZ4000i TASKalfa MZ3200i	4063i 3263i	
	Iris 2	TASKalfa 6053ci TASKalfa 5053ci TASKalfa 4053ci TASKalfa 3553ci TASKalfa 3253ci TASKalfa 2553ci	6007ci 5007ci 4007ci 3207ci 2507ci	
	Iris 2020	TASKalfa 7054ci TASKalfa 6054ci TASKalfa 5054ci TASKalfa 4054ci TASKalfa 3554ci TASKalfa 2554ci	7008ci 6008ci 5008ci 4008ci 3508ci 2508ci	
	Iris 2020 mono	TASKalfa 7004i TASKalfa 6004i TASKalfa 5004i TASKalfa 4004i	7058i 6058i 5058i	
	Iris 2 mono	TASKalfa 6003i TASKalfa 5003i TASKalfa 4003i	6057i 5057i	
	Zeus 4	TASKalfa 9003i TASKalfa 8003i TASKalfa 7003i	9057 i 8057i 7057i	

	Mercury 4	TASKalfa 8353ci TASKalfa 7353ci	8307ci 7307ci	
	Iris 2024	TASKalfa MZ7001ci TASKalfa MZ6001ci TASKalfa MZ5001ci TASKalfa MZ4001ci TASKalfa MZ3501ci TASKalfa MZ2501ci TASKalfa MZ7001i TASKalfa MZ6001i TASKalfa MZ5001i TASKalfa MZ4001i	7009ci 6009ci 5009ci 4009ci 3509ci 2509ci 7059i 6059i 5059i	
A4 MFP	Perseus 2 High	TASKalfa 358ci TASKalfa 408ci TASKalfa 508ci	352ci 402ci 502ci	*2 *3
	Polaris E Plus	ECOSYS M3860idnf ECOSYS M3860idn	P-6038i MFP P-6038if MFP	*1 *2
	Polaris Next HyPAS	ECOSYS MA4500ix ECOSYS MA6000ifx ECOSYS MA5500ifx ECOSYS MA4500ifx	P-4532i MFP P-6039i MFP P-5539i MFP P-4539i MFP	*1
	Libra 2	ECOSYS MA4000wifx	P-4027iw MFP	*1 *2
	Virgo	ECOSYS MA3500cix ECOSYS MA3500cifx ECOSYS MA4000cix ECOSYS MA4000cifx TASKalfa MA3500ci TASKalfa MA4500ci	P-C3563i MFP P-C3567i MFP P-C4063i MFP P-C4067i MFP 358ci 458ci	*1

*1: Requires SD card or SSD

*2: Preview feature not available

*3: Multi crop scan is not available.

9.5. User role

Provider Portal user role is as follows:

Definitions:	Explanation
Org rep	<ul style="list-style-type: none"> Same privilege as Administrator (Refer to table below). The owner of the contact email address that is specified by the provider when the child organization is created would be the "rep of org". Can be changed anytime. The email address of the organization representative appears in the organization list in the parent Provider Portal. A Provider may contact this email address.
Administrator	<ul style="list-style-type: none"> Can access advanced menu in Provider Portal (Refer to table below).
Support	<ul style="list-style-type: none"> Has limited access (Refer to table below). Will be added to help Administrator in Provider Portal.

Access permission by role in the Provider Portal is as follows:

Function	Details	Org rep	Administrator	Support
Organization profile	Setting for organization preference	✓	✓	-
Organization	Child organization list Add/Edit/Delete organizations	✓	✓	✓
User	User List Add/Edit/Delete users	✓	✓	-
Application	Application specific settings	✓	✓	✓

The roles of KCC users are as follows:

Definitions:	Explanation
Org rep	<ul style="list-style-type: none"> Same privilege as Administrator (Refer to table below). The owner of the contact email address that is specified by the provider when the child organization is created would be the "rep of org". Can be changed anytime. The email address of the organization representative appears in the organization list in the parent Provider Portal. A Provider may contact this email address.
Administrator	<ul style="list-style-type: none"> Can access advanced menu KCC (Refer to table below).
User	<ul style="list-style-type: none"> Has limited access (Refer to table below).

	<ul style="list-style-type: none"> End user role
--	---

Access permission by role in KCC is as follows:

Function	Details	Org rep	Administrator	User
Workflow management	Page to review the list of scan workflows and configure the settings for each workflow	✓	✓	-
Logs	List of workflow execution results	✓	✓	-
About	Confirm version	✓	✓	✓
Settings	View subscription status, specific settings	✓	✓	✓

10. Contact Information

If you have any questions or comments, please contact us using the following information below.

<https://www.kyoceradocumentsolutions.co.uk/>

©2025 KYOCERA Document Solutions Inc.

KYOCERA Document Solutions (UK) Ltd.

75-77 London Road, Reading, RG1 5BS

Tel: 0118 931 1500 – Fax: 0018 931 1108