



Capture



Process



Route

AutoStore 2002: Content & Document Capture Solution For HP's Digital Sending Devices

Document Management

Document management has become a necessary tool for today's busy office environment. With the introduction of document and content management solutions from major vendors such as Microsoft, Lotus, Documentum and others, the need for a unified approach to capture and route content is the key to a successful implementation of a document management strategy.

AutoStore provides an easy-to-use, but yet comprehensive, content capture and routing solution for most databases and document management systems in the market place. AutoStore can be considered as the "plug-in" application that would enable content of all sorts to be seamlessly routed to existing databases and document management infrastructures.

Why AutoStore?

Imagine an insurance company needing to capture documents and content from:

- High-Speed and Network scanners used for document processing and forms recognition.
- Printed claim forms from desktop printers for a claim or a client.
- Photo images from an accident scene taken by a digital camera
- Reports from the main database system about a claim
- A status report written by a claims adjuster using their word processing application on their desktop.

For this insurance company, a wide variety of content must first be captured from multiple sources, then each type of content would require a systematic content routing process and final submission into a variety of databases or document management applications. AutoStore's "Visio-Like" designer interface enables simplified creation of content capture and routing workflows from all of the above mentioned input devices, automatic content processing, and finally routing into multiple database or document management systems. Simply put, one solution can do it all. In other words, AutoStore provides a " Unified Capture" solution for any organization.

AutoStore 2002: Capture

AutoStore consists of three distinctive processes. The first is the process of: "Capture". AutoStore can intelligently capture

documents from many sources including HP's Digital Sending Devices, Shared Network Drives, PC Desktops, printers as well as PC based scanners.

The intelligent capture layer of AutoStore enables content type recognition from the capture sources. For example, if a document is send to AutoStore using a HP Digital Sending Device, AutoStore will automatically recognize the header file and prepare the file for processing.

Other capture modules can be easily developed using AutoStore's developers kit

AutoStore 2002: Process

Once documents and content are captured, AutoStore can apply various process filters on the content based on the pre-defined workflow. AutoStore's more popular processing filters are:

- Optical Character Recognition (OCR): Using multiple OCR engines, AutoStore can extract text information from paper documents and save the out put into many popular formats including MS Office formats as well as searchable Adobe PDF format.
- Image Processing: Enables documents to be staged before processing. Features includes page separation / splitting using static values or barcodes.
- Barcode Recognition: Supports many popular barcode standards. Barcode values can be used for automatic indexing of documents.
- Text Parser : Enabled crawling into text files and extraction of information which can then be used to automatically index documents.
- Text To TIFF: Text documents such as COLD can be processed and saved at TIFF files into the document management system
- Encryption: Enables document encryption using three methods: ECB, RC2 and RC4
- SharePoint Portal Filter: Enables deployment of Microsoft SharePoint Portal Server as the backend content management system then linking the stored content and meta-data into another line-of-business application.

Additional process filters can be easily developed using AutoStore's developers kit.

AutoStore 2002: Route

Once documents are captured and processed, AutoStore can then automatically route documents into many popular databases or content management systems including:

- Microsoft SharePoint Portal Server: One of the many advantages of AutoStore includes its ability to integrate with Microsoft's Share Point Portal Server. Through the use

of AutoStore, processed documents can be automatically indexed, categorized and placed into designated Share Point Portal document folder. All automated tasks are performed at the server level with minimal-or-no user interference required.

- Microsoft Exchange: AutoStore's family of products enables the user to send processed documents into any designated Microsoft Exchange public folder. This process can include routing the desired documents into dynamic folders, into a designated Form within the selected folder and automatically populating fields on the form from the selected index fields captured at the time of scanning. Using the AutoStore design-wizard, appropriately called AutoStore Process Designer, this process can easily be configured.
- Lotus Notes/Domino: AutoStore's family of products fully supports sending of documents into all Lotus Notes/Domino databases. This can easily be achieved through the use of the AutoStore Process Designer™; documents can be intelligently routed to any Notes NSF record. AutoStore allows the user to insert these documents into a specific Notes forms and fields taking full advantage of the Notes/Domino API.. AutoStore makes it possible for generating dynamic fields, creation of values to be set in order to index documents, and initiate workflow processes. The AutoStore family of products is certified by Lotus Development Corporation and Domino Servers are supported on all platforms.

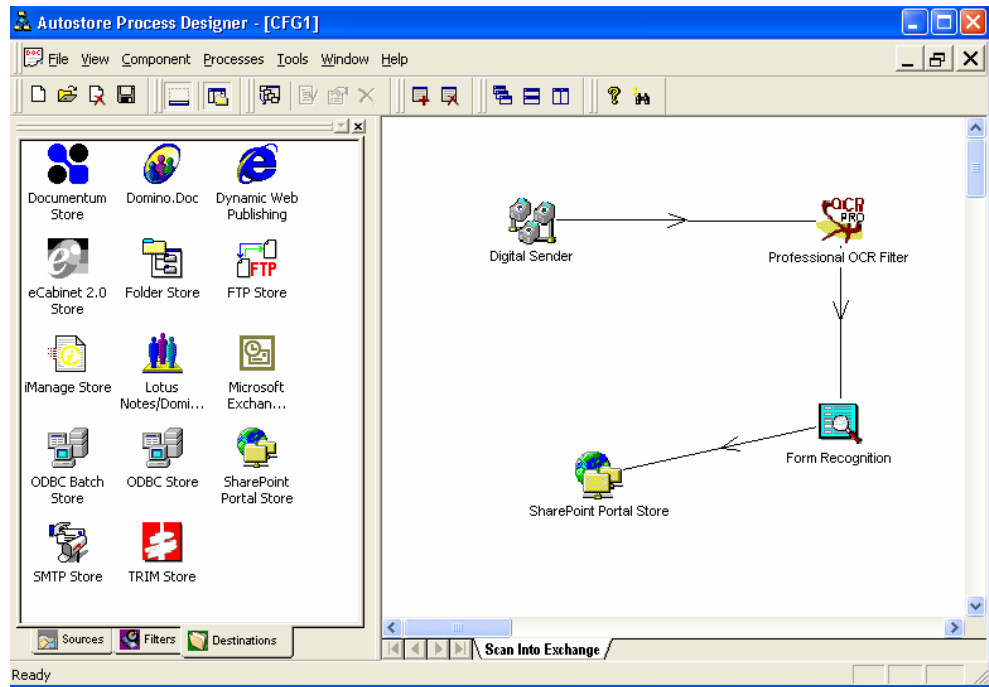
Other document management systems including iManage, Documentum, IXOS and Easy Software are also supported.

AutoStore can send documents to locations using SMTP, and FTP Protocol as well as store documents into any directory that a windows NT/2K server can write into regardless of the platform.

Other store routers can be easily developed using AutoStore's developers kit.

How does it all work?

Through an easy-to-use workflow-diagramming tool (See figure below), an administrator can design a complete document workflow process by dragging and dropping the capture, process and route objects into the workspace. The workflow is then saved and executed by a standard Windows NT service. All the end user has to do is to simply scan/send or capture documents. All processes are automated on the server side; requiring no user interaction.



Conclusion

A successful content management solution requires a procedural content capture/routing process to insure proper categorization and indexing of business documents. AutoStore provides all such features in an easy-to-use application framework. AutoStore has become the desired standard in "Unified Capture" technology.