



SCAN-iT, STORE-iT, FETCH-iT

Easily and inexpensively retrieve your key records in seconds from any computer in your office!

Fetch™ v 3.1 makes document management easy. The implementation of this simple easy-to-use software can have a dramatic effect on your business: reduce operational costs, improve productivity, increase the value of your network, retrieve documents in seconds rather than hours; and so much more for a fraction of the cost of managing a traditional filing system.

Fetch™ v 3.1 is comprised of four simple modules that require NO special user intervention to scan and retrieve documents.

► **Capture**

What was once a difficult and arduous task has been simplified. You can simply scan in piles of paper and let the software figure out where to put it. Automatic capture of documents, separation and grouping of your documents occurs in the background, to let you focus on your work, not tedious manual entry.

► **Validate**

Perhaps the most important step that differentiates mere scanning from document management is the *validation* step. Anyone can scan a file, but will it be easy to retrieve and be accurately matched against your database or accounting software?

Once the documents have been captured, the validation process makes sure you have captured the correct data! We have successfully validated data from many applications including

accounting packages, databases, home-grown software, and industry specific vertical software.

Fetch™ v 3.1 is ODBC compliant, so the amount of data we can extract, validate and store is only limited by your imagination. In addition, we are able to link your database to our retrieval software and make file conversion fast, easy and efficient.

► **Store**

Your important documents are warehoused on a local machine or at a shared repository for easy retrieval. Not only are the documents stored efficiently and without manual intervention, but they are imbedded with key indexing components that allow fast and easy retrieval.

Each document has as much data directly imbedded into the file as you allow. Most documents can be stored at only 30k per page, so you will not need expensive disk arrays and storage solutions to store your data. For example, a typical low cost 250gb drive will hold almost 1 million scanned pages.

► **Retrieve**

Because the files are stored with ultimate ease of use in mind, you may retrieve your documents using friendly, easy & FREE search tools like Microsoft's Windows Explorer, the included utility PDRWin, Adobe IFilter, and others.

Technical Specifications

Fetch™ v 3.1 is a complete document processing, archival and retrieval system. Functions available are: zone OCR used to convert specified areas within document to text for purposes of database retrieval (ODBC), front end databases used for validation and extraction, choice of backend databases for retrieval, sophisticated user-definable indexing techniques, choice of repository image formats (TIFF or PDF), optional bar code recognition, and standard Windows Explorer dynamic folder structures.

Fetch™ v 3.1 was developed using an “open” architecture design. All file structures and images are non-proprietary. Images are captured using MS Outlook (email) or Windows folders. **Fetch™ v 3.1** processes the images through a series of user definable steps, then publishes the images to Windows Explorer. The indexing data is written to a variety of backend databases and indexes for retrieval purposes.

Search Tools

PDView (free)
Windows Explorer (free)
Adobe Ifilter (free)
Google Desktop (free)
Microsoft Desktop Search (free)
Microsoft Sharepoint

Scanned File Formats

Adobe Acrobat
Tiff
MTiff

Database Compatibility

Microsoft ODBC
Jet Table Structure
QuickBooks Access RT

Capture & Storage Locations

Local Workstation
Local Folder
Shared Network Folder
From MS-Outlook
From FTP Site

Barcode Recognition

Codabar
Code 11
Code 128
Code 39
Code 93
DataMatrix
EAN13
EAN8
Interleaved 2 of 5

Patch Codes

PDF417
QR
Telepen
UCEAN128
UPCA
UPCE

Special Features Include:

- ▶ Unlimited User Access
- ▶ Unparalleled Ease of Use
- ▶ Distributed Scanning from any Workstation
- ▶ No Steep Learning Curve
- ▶ Remote Technical Support
- ▶ Forms Recognition



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Document Management made Simple