

Data Pipeline for Keyfile/ icXpertSolution Suite

Solutions Consultancy

Seminars

Software Development

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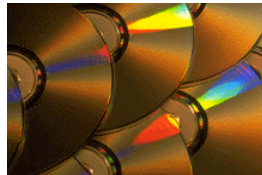
Project Management

Training

Bureau Scanning

Critical to the success of any Document Management system is the swift, efficient transfer of data into that system. Once in there, access to vast swathes of information by users can be quick, easy and secure.

Data Pipeline for Keyfile/icXpertSolution Suite facilitates the automated transfer of data from the different business systems and environments that exist in today's enterprises into the *Keyfile®* or *icXpertSolution Suite®* Document Repositories.



As part of this process, documents can be automatically indexed and placed in specific containers within the Document Management System. Users then access these documents using standard search and retrieval techniques.

Example Scenario

Output files generated from an organisation's legacy systems containing bills and overdue payment reminders could be automatically fed into *Keyfile* or *icXpertSolution Suite* and placed in folders related to particular properties or customers. All indexing and storage would be completely automatic. Accounting and Customer Service personnel could instantly access these documents together with any correspondence received by the client to give a complete case history.

Data Sources

Keyfile/icXpertSolution Suite Data Pipeline can be configured to process data from different sources through the use of *Data Source Drivers* (DSDs). The product comes as standard with a DSD for processing Text Files which is the most common requirement. Typically these text files consist of reports containing such items as invoices, statements, delivery notes and letters. These files are split up into discrete items based on a *Configuration Profile* and formed into *Keyfile/icXpertSolution Suite* Documents. Indexing information is automatically extracted from the data at specified locations and used to index the items within *Keyfile/icXpertSolution Suite*. The resulting documents can be either ASCII Text, Templates representing business forms overlaid with text, or TIFF files created from merging the text with backdrop images.

Additional DSDs will be available in the near future for extracting messages from E-mail Systems and automatically processing Microsoft Office documents.

Fully Configurable

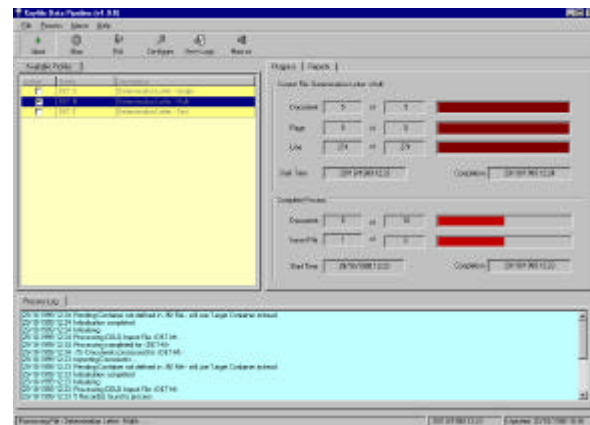
Using Profiles for each type of file to be imported, the system can be configured to meet a wide variety of needs and to support sophisticated manipulation and processing of imported data.

The profiles are used to:

- State where to find source files
- Complete any pre-processing that is required
- Decide how to split files into documents
- Select where to extract fields of information from within each document
- Complete any special processing to be applied to documents and fields
- Add security
- Enter the location to store documents within the content management solution
- Decide how to link fields to index information.

Runtime Information

A complete runtime display is available to enable progress to be reviewed. This includes information on which Configuration Profile is being run, the number of files processed and documents created, together with an estimated completion time. A scrolling log of processing information is also displayed.



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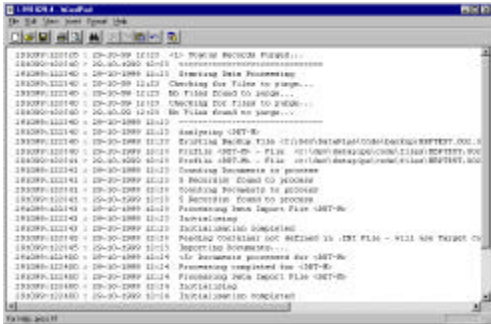
VBA Macro Language

A VBA-compatible Macro Language is included with the system to provide complete processing flexibility. Complex manipulation of documents and field contents can be achieved, including lookups in corporate databases to provide additional indexing information.

A sophisticated Integrated Development Environment is provided for developing and testing macros, and extended macro commands for manipulating documents and fields are built into the product.

Logging and Reporting

Every stage of Data Pipeline processing is recorded in a Log File. This can be viewed after processing has completed and, if required, kept for an unlimited time period for audit trail purposes. Automatic purging of Log Files can be configured to occur at specified time intervals. The system also has a tabular reporting component, providing a breakdown of what happened during each run. The average processing time for each item is also shown, to assist with planning and system management.



Automated Scheduling

In-built scheduling allows Keyfile Data Pipeline to be run unattended at specific time points or at regular intervals. Processing can thus be run overnight to optimise system resources.

Container Location

Documents imported by the system into Keyfile can be placed in one or more locations. For example, documents may be placed in a Filing Cabinet for permanent storage, as well as being placed in a basket for processing by end users. Storage location can even be determined at runtime based on a file's contents for complete flexibility. Support for placing documents in an existing folder structure is also provided. Again, folder location can be determined at runtime based on file contents. For example, a document relating to a particular property can be placed in a folder that already exists for that property, based on an address field in the document's text.

Archive Storage

Data Pipeline generated data can be held on magnetic or optical media. The latter provides a COLD-like (computer Output to Laser Disk) capability within the product. Because data is stored in exactly the same way as all other Keyfile objects, no separate optical storage or jukebox management routines or programs are needed for Data Pipeline. This allows the same devices to be used for Data Pipeline as for all other document management applications.

Support, maintenance and backup procedures are significantly simplified. Documents stored on WORM media are more likely to be admissible as evidence if they are needed to support legal action; optical storage may thus be the preferred option.

A Complete Service

Our consultants will take you through the complete process of planning a Data Pipeline installation, installing and configuring the product. Our unique Data Pipeline Questionnaire will help provide us with an exact specification of your requirements. Should you have specific needs not currently provided for by the system, we are able to develop specific drivers and custom add-ins for you.

Various support plans are available to ensure that help is always available to keep your data flowing.

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