

## Docstore Technical Information

The DocStore Product is written in VB as a modular software product.

Modules Include:

- Scanning
- Indexing
- QA
- Notes
- OCR
- COLD/ERM
- Integrator
- Administration

To name a few.

Other Major features include:

- IT will run on Windows NT 98, ME, 2000, XP and Longhorn.
- It is compatible with NT, 2000 and Novell network systems.
- For Docstore Publisher minimum PC Spec is recommended as a P4 or equivalent with 256Mb Ram
- For Docstore Viewer and Organiser minimum recommended Spec is P2 or equivalent with 128mb RAM.
- Docstore database is fully ODBC Compliant and can be Access Jet or MS SQL Database.
- Docstore had full customisable and dockable tool bars to suit users
- It has full password control to allow and allocate differing levels of restrictions to function and file accessibility.
- Support the storage of any file type viewable in it's native application.
- Support for Twain and some ISIS scanner drivers.
- Support for system Integration.
- Supports Command Line Switching and OLE.
- MAPI compliant email support
- Support for OCR, Barcode, file separator, file index sheets and blank page deletion.
- Support for simplex and duplex scanning.

- Databases can be pre-populated from external data.
- Simple or complex search criteria with wild cards and Boolean searches.
- A simple to use Administration Module for users to set up new storage areas, departments, and or index fields; manage and add users and housekeep the system.
- Databases can be set up with field templates, pick lists, mandatory and or unique characteristics.
- Support for UNC mapping for drive or Server connections
- File export, archive and system backup.

The Docstore suite features summary is below.

The Docstore Software Suite			
Feature	Product Name		
	Docstore Viewer	Docstore Organiser	Docstore Publisher
Password Control	Yes	Yes	Yes
Department Select	Yes	Yes	Yes
Simple Search	Yes	Yes	Yes
Complex Search	No	Yes	Yes
Search Results	Yes	Yes	Yes
Thumbnails	Yes	Yes	Yes
View Documents	Yes	Yes	Yes
Email	Yes	Yes	Yes
Print/fax	Yes	Yes	Yes
Rotate	Yes	Yes	Yes
Zoom	Yes	Yes	Yes
Browse	Yes	Yes	Yes
Go To	Yes	Yes	Yes
Preview pane	Yes	Yes	Yes
Docking Toolbars	Yes	Yes	Yes
Customisable Toolbars	Yes	Yes	Yes
Import	No	Yes	Yes
Export	No	Yes	Yes
Edit Data	No	Yes	Yes
Annotate	No	Yes	Yes
Electronic signature	No	Yes Option	Yes Option
Document Routing	No	Yes Option	Yes Option
OCR	No	Yes Option	Yes Option
Basic Scan Module	No	Yes Option	No
Batch Scan Module	No	No	Yes
File Separator Sheets	No	No	Yes
Quality Assure Module	No	No	Yes
Index	No	Yes	Yes
Rescan	No	Yes	Yes
Delete	No	Yes	Yes
Insert	No	Yes	Yes
Image Clean Up Tools	No	Yes	Yes
Database Linking	No	No	Yes

## Storage Space Guidelines

SMS can supply 'plug and play' storage devices to suit your document storage needs. These are RAID devices that can plug straight into your

network to act as an Image Server. If you need more information on these high capacity high-speed storage devices please do not hesitate to enquire.

Docstore through the Administration Manager can map to any drive on a network and will look for the requested image from any of these drives. If it has been archived off the system then it will prompt the user to insert the relevant CD.

For scanned images Docstore would normally be configured to utilise standard Group IV Tiff for the storage of image files although other compression types are available. G4 Tiff files use white compression to reduce scanned file size and so storage size is dependant upon the amount of information on the page.

However in order to give some guidelines for storage requirements for Docstore images it is usually possible to get somewhere between 20,000 – 25,000 images per Gigabyte of data. In paper terms that is the equivalent of 2-3 four-drawer filing cabinets.