GoodbyePaperHelloFreedom

IntelliChief for Total Paperless Process Management

IntelliChief represents a groundbreaking suite of Paperless Process Management (PPM) solutions that allows every user in your enterprise to create, deliver, process, and archive mission-critical documents without using a single sheet of paper. IntelliChief combines the strengths of many document & process management technologies (ECM, EDM, ILM, etc.) into a single, affordable solution that is integrated and customized to meet the challenges faced by your company.

The Benefits of IntelliChief

IntelliChief will provide numerous benefits in several areas including cost control, streamlined workflow, increased efficiency, and greater security.

- IntelliChief allows users to perform all document creation, delivery, processing, and archiving functions from the desktop. They don't have to walk to copying machines, filing cabinets, fax machines, or printers. They don't even have to walk from office to office to get document approvals or modifications. Everything happens within IntelliChief.

- IntelliChief automates many of the document-related tasks that you now perform manually. Routing, workflow, internal & external delivery, document matching, all occur with zero manual intervention. Not only does this save time, but it greatly cuts down on lost documents and human error.

- Securely store all documents in a centralized archive where you can set highly flexible document retention rules. This simplifies compliance with regulatory laws Sarbanes-Oxley and HIPAA. From the archive, you can also customize user authorities to ensure that documents are only viewed and worked on by authorized users.

- IntelliChief eliminates the need for pre-printed documents, fax machines, specialty printers, copying machines, filing cabinets, and greatly reduces postage expenses. Not only do you eliminate all the costs associated with these items, you also retrieve the floor space they occupy.

How Does IntelliChief Work?

IntelliChief delivers PPM based on a six-component architecture that integrates directly into a customer's existing IT hardware and software environment. This allows IntelliChief to deliver a completely paperless office while the end user continues to work primarily within familiar business application and email client screens.

CAPTURE
Convert documents into electronic documents from fax machines (FastFax); from email messages (Email Gateway); and from paper by scanning (ScanChief).

ScanChief Technology: Scanning with thumbnail view; fully integrated with virtual rescanning (VRS) from Kofax; manual and automatic indexing, bar code and zoning auto scanning; use of document processing profiles for scan setting management and document lifecycle management; integration into FastFax and major email servers; and drag-and-drop manipulation of images.

CREATE
Rapid production of electronic documents from mission-critical applications utilizing Formatter and Formtastic.

Formtastic and Formatter Technology: Fully integrated with IntelliChief technology; easy document design; versioning and library functions; page reduction for reducing number of pages in a document; sophisticated conditioning with re-programming application; routing, output reformatting, signature capture module for placing electronic signatures on documents at source; and many others.

DISTRIBUTE
The delivery of documents to fax machines, email inboxes, secure web portals, or to laser printers.

FastFax / EmailGateways Technology: Fully integrated with IntelliChief technology; customize delivery formats and routing options without the end user intervention; PDF support; least cost routing; security against unauthorized access; and elimination of pre-

What is PPM?
It's not just a technology. It's a strategy. It's a new way to think about the document lifecycle. PPM is an intelligent approach to eliminating paper altogether and processing documents electronically, rapidly, securely, and reliably. PPM manages and safeguards the document lifecycle from cradle to grave.

PortalChief Technology: Post any electronic document on the web; security features prevents unauthorized access to web documents; automatic distribution to the web from within business applications, both manual and batch; auto notifications of new content available for review.

RETRIEVE
Lets authorized users and recipients find, access, and review electronic documents residing in IntelliChief document storage archive.

ViewChief and PortalChief Technology: Browser based or thick client versions; intranet or extranet access; thumbnail view; searches by virtual folders, document type or index values; advanced searches available for saving; authentication and encryption against unauthorized access; and customizable views.

WORKFLOW
Controls the movement and processing of electronic documents within an organization, acting as a traffic cop for documents, content, and processes.

WorkflowChief Technology: Graphic designer for easy setup; browser based viewing; email alerts and notifications; tracking and full audit trail; deadlines and supervisory review; temporary rerouting; and supervisory inboxes.

ARCHIVE
The central repository where electronic documents are stored.

StorageChief Technology: Document retention policies; group purge; no limit on index values; virtual links for documents to appear in multiple folders; and encryption for security.

Technical Specifications for IntelliChief

Platforms Supported: System i (iSeries 400), MS-Windows, and any browser based platform (for retrieval)

Browser Requirements: Internet Explorer 5.0 and higher with Java v1.4 runtime for applet (will be downloaded automatically upon first retrieval)

Scanning Workstation Requirements: Pentium 4 Processor or above with minimum of 750MB of ram, USB or SCSI port for scanner attachments, .NET Framework 2.0, MS Data Access Component v2.6 and above, Kofax Virtual Rescan (included)

Operating Systems: OS/400 V5 or above; Windows NT or above

Database for index storage: SQL Server 2000 or higher

IntelliChief Server: Pentium 4 processor or higher with minimum 500MB ram, Java Development Kit v1.4 or higher (open source, no charge download), JBOSS application server v4.02 and higher (open source, no charge download), FTP Server (any type), .NET Framework 2.0 and above (for thick clients)

Web Server Integration: Any existing web server including Microsoft IIS 5.0 and higher or Apache 1.3 and higher

Email Integration: Novell GroupWise, Lotus Domino/Notes, Microsoft Exchange, and SMTP servers.