

Simple workflow: simple document retrieval

Scan or fax and send to server  
for conversion

Never lose records or contracts and  
find archived documents with search



Forms management for departments  
and administration.

Click History/View reports and open  
files or search for content

Fax and external document  
consolidation.

#### In-office document search

**Instant storage and retrieval** with high speed document content search

**Long term** archiving with content search

**Information transformed** into searchable reference materials and assets

**Fax conversion, consolidation and retrieval.** No more lost faxes

**Document consolidation** and archiving strategy.

**Instant search and retrieval** of archived documents and their content:

**Folders and collating**  
Information assets are converted as scan tiffs, wav files and categorized into correct folders based on doc-content

#### The paperless archive

**Transform paper into computer based records** with document content scanning, search and speedy transcription

**Voice dictations**  
conversion and snippet-splits

**Enterprise documents can be searched for** content and cross-doc-comparison

**Existing CD and DVD's** can be transformed into searchable libraries and information assets

**Computer based files** transformed into searchable assets

**Signed Documents**  
All signed instruments transformed into searchable assets

**Long-term storage & conversion** of paper, voice, computer files, email and databases

#### Paperless Scan Solutions

##### The professions

- Doctors
- Lawyers
- Financial consultants
- Insurance firms
- Insurance brokers
- Car rental forms
- Consultants
- Assessments
- Treatments
- Rep and tech forms
- Admin forms

##### Enterprise and business

- Forms consolidation
- Contracts management
- Department paper flow
- Invoice consolidation
- Client signed docs
- Archive solutions
- Department paperless and search

##### Banking and Insurance

- ATM fraud tracking
- Mortgage fraud
- Forms management
- Teller Forms and cheques

##### Law and Courts

- Lawyers and firms
- Judges and courts
- Enforcement

##### Medical and health care

- Clinics
- Hospitals
- Extended care



#### Transforming Paper & Dictations Into Searchable Assets:

Office, Clinic and mobile users with  
scanners and wireless PC's



< Automation specials for the professions >

## An enterprise search solution for the Green paperless operation

(forms management document locator, pattern mapping search, and cross document relationships)

### Internal document search and archiving

Search large volumes of documents on desktop systems, servers, intranets and Internet sites for fast retrieval. Create document repositories for every department and profession. No special document management systems needed—simply install KnowledgeShape scanners, and search software and start.

### Reduce cost of pulling documents from long-term storage firms

All documents are available by search as original scans and transcribed PDF formats. So why incur the costs of storage retrieval. Simply scan and save.

### Scanner and fax interface for rapid paper conversion and search

Feed paper into scanner and walk away. The system automatically indexes and stores documents for fast retrieval as tiff images and transcribed text files. The search system can operate with many millions of documents. Error correction is not required until transcription is needed so scanning is instant. Transcribe later.

### Dictation conversion and search

The system converts voice dictations into searchable transcribed documents with original voice documents and segmented snippets.

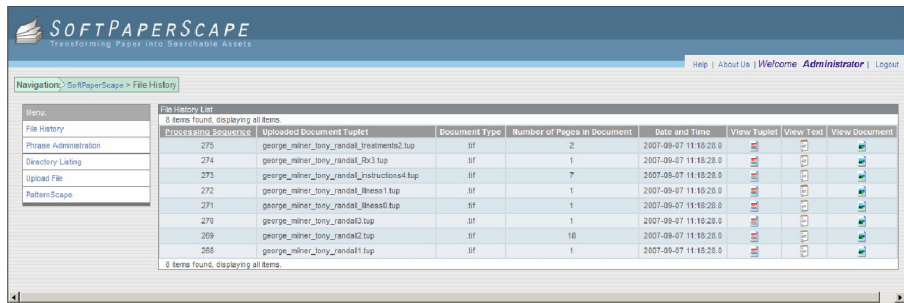
### Professional analysis and lookup

The KnowledgeShape family of products maps information regardless of record format or the servers and databases in which it resides. No special document systems are needed for creating the storage and search system. KnowledgeShape transforms existing paper and voice, and hard drive based

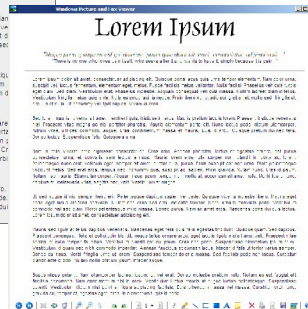
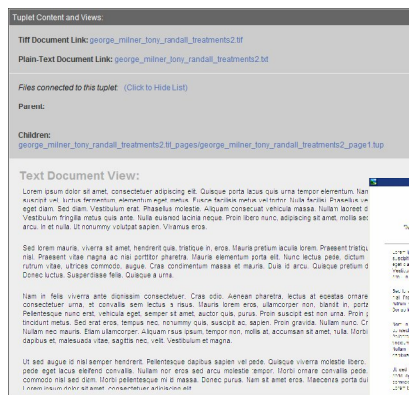
records into searchable assets with advanced indexing and pattern profiling search:

#### SoftPaperScope contains:

- Browser access of HistoryView for recent and longer term presentation of scanned documents
- The directory listing report for viewing the stored files in their folder based infrastructure
- The Tuplet file for viewing a scanned and dictation document with its components such as the original scanned tiff and its text content
- Search system for finding archived documents



And it does this while conforming to privacy and secrecy requirements within a “for your eyes only” restricted search operation.



### Multiple Indicators simultaneously searched

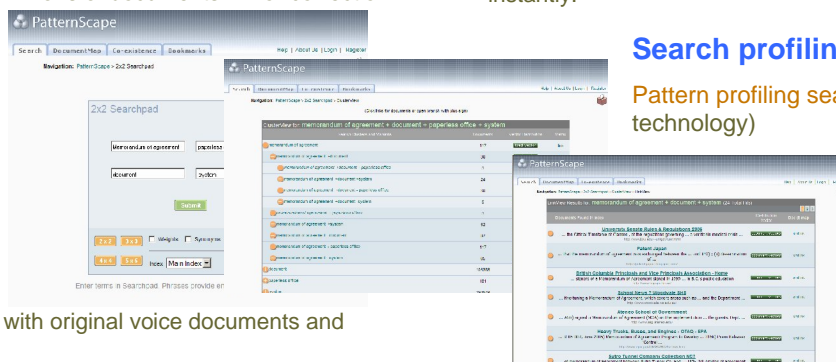
Users can search for multiple indicators that are in the content of documents. And the system will analyze internal and cross-department documentation, to find related records and office documents.

### Privacy and access while searching

The level of access and visualization protection is turned on or off based on privacy restrictions within the firm, cross department-sharing networks. Otherwise records are available for viewing instantly.

## Search profiling details

### Pattern profiling search (PatternScope search technology)



PatternScope is a pattern profiling search technology in which information is mapped and clustered according to indicators, patterns, traits, markers and features (the document fingerprint).

Search results are clustered, and are easy to navigate regardless of the complexity and volume of documents being searched. The system solves the issues of long-term and short-term information and document retrieval.