

Intellivue v.6 detailed platform overview

Intellivue is an advanced document management platform that harnesses the value of documents across the enterprise—empowering organizations of all sizes to easily manage thousands to millions of documents in a single, centralized digital repository. Intellivue's powerful document distribution features can be extended to your customers, business partners and others who rely on information from you.

Smarter documents mean smarter business.

Integrating Intellivue with your company's workflow will position you to realize the following benefits:

- *Increase organizational productivity*
- *Reduce file retrieval time by up to 70%*
- *Enhance customer service levels*
- *Provide simultaneous access to corporate knowledge*
- *Eliminate lost or misfiled documents*
- *Reduce the cost of document processing, storage and dissemination*
- *Increase informational visibility throughout your organization*
- *Facilitate easier, more robust reporting*
- *Increase information security*
- *Enable compliance with current and future regulatory mandates*

Intellivue: your foundation for successful document management

The Intellivue document management platform is built upon a simple—yet powerful—three tier document management model: capture, manage and deliver, as explained below.

Capture

Using high-volume scanning and imaging equipment, your documents can be captured rapidly—and relevant fields can be checked for accuracy before they are committed into the system. Any type of data can be imported into Intellivue, including paper (reports, handwritten notes, historical documents, reply mail, etc.), and media files (Word, Excel, PDF, e-mail, etc.). Following is an example of how documents are captured and indexed within Intellivue.

Scanning

Using high-volume scanners, documents can be scanned quickly and efficiently in batches or one at a time. Flexible document batching tools can be set to match your unique scanning requirements. For example, a scanned batch can be set for review after every third page is scanned, or whenever the scanner views a blank page.

Simple click or drag-and-drop import of Virtual Files

Any virtual/electronic file (or folder containing multiple files) can be easily imported using a simple drag-and-drop feature.

Auto-importing of external documents
Intellivue accepts the import of documents from external systems such as enterprise fax servers, multi-function devices, etc.

Indexing

Once scanned or imported, documents can be easily indexed into the appropriate location. By using powerful automated indexing features including barcodes, links to other databases, auto-incrementing, or zonal optical character recognition (OCR), Intellivue can automatically index documents—saving valuable time, eliminating user intervention and increasing data accuracy.

Manage

With advanced features like security, categorization, indexing and auditing, Intellivue manages documents in a way that mirrors your current business workflow. What's more, your documents can be integrated with existing business systems without custom programming—leveraging investments you already have in place.

Advanced querying, lightning-quick searching

Custom-tailored index fields may be queried to help you find, with precision, the exact file you are looking for. regardless of how many documents or users are on the system.

Full text searching and retrieval

Intellivue's Full Text OCR engine converts the text from scanned images into a searchable database.

Why choose Intellivue?

We listen to your needs.

Because Intellinetics is a software developer and not just a reseller, our customers benefit from the ability to provide meaningful input into our product enhancement plans.

A track record that's proven.

Intellivue is time-tested, used by major government and private-sector organizations.

Advanced security capabilities that are second to none.

100 levels of security and advanced audit capabilities mean you'll never have to worry about unauthorized use of your information.

Speed that stays as you grow.

Intellivue returns documents that match your search criteria with sub-second retrieval time. Response time is unaffected by additional users or documents.

Works with technology you already have.

Intellivue works with all common operating systems and can be integrated with nearly all existing database environments.

Easy to use interface.

Intellivue has an intuitive and easy to use graphical user interface (GUI) which streamlines use and training for users.

All information within Intellivue can be organized into an unlimited number of document groups. These document groups can be representative of company, department, division, area of work, document type, or whatever your business needs indicate (ex: Human Resources, contracts, claims, loans, incident reports, etc.). Furthermore, multiple sources of information can be organized into Portfolios, which can consist of virtual collections of documents from across separate folders—whatever information you need for the task at hand.

Intellivue's Portfolio feature provides a visual display of all content within a folder. Users can easily see the folder divided into document classes, the number of pages per file, notes, redactions, electronic files, etc.

Automated workflow

Intellivue's revolutionary query-based workflow engine allows business processes to be easily created and deployed—no more complex push-based workflow designs that tie administrators down with management/overhead.

Security

Access to documents may be controlled using Intellivue's 100 levels of administrator-defined security, as well as the built-in security functions of your operating system and relational databases. Security permissions can be assigned at the document group, folder, page set, or page level—even down to specific regions on a page. Within a document, redactions enable the blocking of specific information and the assigning of security levels to further prevent unauthorized viewing of information. Security levels also remain intact when documents are e-mailed, printed, faxed, etc.

Auditing

An additional level of security is provided via audit trails which record all user activity. Administrators can even track system access, printing, edits, etc., by user.

Documents can be bookmarked for quick access and annotated with free-form text notes. Bookmarks and Notes can be used as search criteria across individual pages, folders, or even applications.

Viewing and navigation features

To enhance document viewing, Intellivue's full function image viewer includes zooming, power zoom, panning, thumbnail view, reversed negative, grayscale, and auto image enhancement. Documents are easily navigated using keyboard "hot-key" combos for power-users, or easy mouse navigation and simple toolbar buttons.

Storage options

All information in Intellivue can be stored on one or multiple servers—at your discretion. Information can be easily archived to removable backup media (CD, DVD, tape, etc.) and stored off-site as part of a comprehensive disaster recovery strategy.

Web-based accessibility

The Intellivue Web Module provides local or remote users with the option to log in to the system via a simple web browser—providing flexibility for clients with both in-house and remote users.

Deliver

Intellivue can deliver the right document to the right person—whether it's a customer, a co-worker or an external partner—in the right format at the right time. Documents can be faxed, published, sent over your network or pushed to a web site.

Easy export

Documents in Intellivue can be easily exported for delivery, as PDF's, e-mail attachments, standard Group IV TIFFs, or simply printed to your network printing device.

Internal or external delivery

Information within Intellivue can be easily delivered to the appropriate audience via a variety of methods, including:

- Copier or multi-function device
- Fax
- Promote to Internet
- E-mail
- Copy to a network folder
- Printer
- FTP
- Burn a CD

Embedded security

Regardless of the end audience, documents will retain their inherent security features to ensure information never gets into the wrong hands. Users cannot export or send documents that they don't have proper access to, and redacted files that are exported or printed retain their embedded redaction zones.

Administrator Components

System Administrator

The System Administrator Module is an easy-to-use interface for managing Intellivue users, building document groups, defining security levels and managing audits.

Storage Administration

The LSM technology is what permits Intellivue to search for and retrieve images at an incredible rate. Intellivue's mass-storage algorithm allows instant document retrieval regardless of the number of files or users. A completely scalable solution, its performance is unaffected by added users and documents. One of our clients has reported an average response time of less than 1 second across a database containing approximately 21 million images.

Easy integration

Intellivue easily interfaces to other systems to reduce data entry and training requirements. In addition, Intellivue's Application Programming Interface (API) features a standard dynamic link library (.DLL) with exportable functions usable by all major development environments such as:

- Microsoft .NET
- Microsoft Visual Basic v6/COM
- J+
- C#

Learn More Today

If your organization manages large volumes of documentation that you'd like to turn into a tool to enhance service levels, increase productivity and boost profitability, contact us today to learn more about the power of Intellivue.

System architecture requirements

Server

- Microsoft Windows 2000 server
- 128 MB ram
- 40 MB free hard disk space

Client

- Runs on Windows 2000, NT, XP
- 128 MB ram
- 40 MB free hard disk space
- Network connectivity

Web accessibility

- Internet Explorer 5.5, Service Pack 2 and above

Backup server recommendation

- Microsoft Windows 2000

Scanning equipment

- Open architecture including Kofax capture compatibility
- Compatible with industry-leading scanners and multifunction devices, including Fujitsu, Kodak, Bell & Howell, Xerox and Canon



smarter documents. smarter business.

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