

# DataView Imaging

*Record Management System for the Paperless Environment*

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## SYSTEM OVERVIEW

Our D.V.I. document imaging system consists of image enabling technology that offers real opportunities for integrating existing information management systems with document imaging solutions.

Need a document to be shared with your fellow employee, someone at another location, or perhaps around the world? D.V.I. will work with your LAN/WAN systems, or your Inter/Intranet, to provide the best in communications.

## BENEFITS INCLUDE:

- Eliminates paper
- Instant retrieval
- Less file maintenance
- Dramatically reduces storage space
- Versatile, powerful query functions
- Vastly improved file integrity

## DOCUMENT MANAGEMENT:

Manage all files generated by application programs. This includes Scanned and Faxed images, or picture files such as TIFFs, gifs, bmps, etc..

## GREATER SECURITY:

Security limits access to the Server, Directory, Application, Workgroup, User, Document, and Page, as well as optional encryption.

## COMPATIBILITY:

D.V.I. is available as a stand alone or a networked system. Its server runs on Win '98 or optional Win NT/Oracle DB. The client access is accomplished through any MS 32 bit platform ('95, '98, NT, or 2000).

## QUERY TOOLS:

Powerful query tools and limitless identification schemes provide the ability to find any document on the system. It also provides boolean, fuzzy, and drill down searches of all documents that reside within its table.

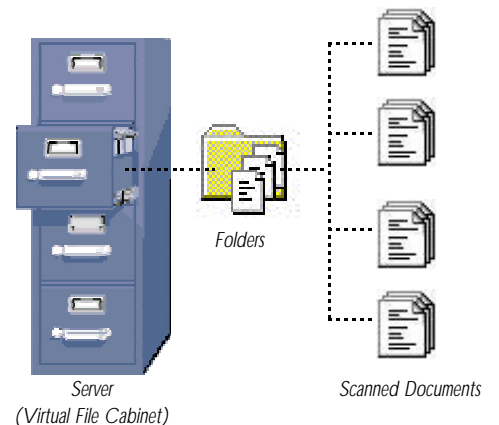
## INDEXING:

D.V.I. allows indexing by the batch, document, or page within a document which may have multiple indexes per page. This process is streamlined through the use of 'pull down' lists within the indexing procedure, (such as document date, document type, etc.) automatic indexing, screen scraping, using redefined templates for standard forms, or optional OCR.

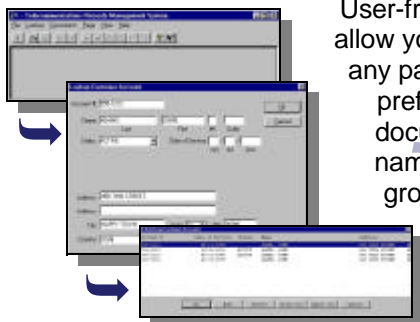


## 'Paperless' Filing System:

Documents are scanned into Folders, which are stored on the Server.



## INSTANT ACCESS TO INFORMATION:



User-friendly screens allow you to search by any parameters you prefer (such as document type, name, address, group, or date scanned).

Your search will display a list of documents to choose from.

The documents located in your search may then be printed, emailed, faxed, or written to a CD-ROM.

