
Highlights

- Integrated system built on a robust, scalable foundation using IBM & Kofax technology
- Cost effective non-user license based solution that reduces Total Cost of Ownership
- Bridges the gap between digitization, basic document management and advanced document management capabilities.
- Provides basic functions of archival, search and retrieval of documents
- Ease of transition to advanced capabilities of a comprehensive Document Management System
- Non-proprietary storage format
- Lower maintenance costs by use of open standards based technology
(WebSphere, DB2, J2EE, JSF, SDO, Crystal Reports, SOA)

The Compelling Need for DMS

Organizations today are facing the challenges of heavy paper based processes, delays in decision making and data inconsistencies. Paper and filing cabinets take up considerable space and so require that documents and information be in electronic format.

DMS is now recognized by organizations as the way to improve its effectiveness, efficiency, and service delivery.

More companies today are Have you really thought of how much space your current management solutions include scanning services, document conversions and much more.

Efficient document management is about effectively and securely meeting the need to identify, manage, archive and retrieve data from many different types of document. The challenge lies in correctly gathering and classifying data from documents whose quality varies and which may be far removed from each other in terms of geography and time.

Comparing Scanning Image Quality. Not all document scanning companies are the same! Our scanning services employ the use of Kofax VRS (Virtual Re-Scan) on all of the scanned images we process to insure perfect image quality. We take great pride in offering our clients the highest image quality on all of our scanning services and document management solutions.

Our document management solution is scalable to all departments to reduce cost and increase efficiency for their respective business processes including claims, human resources, medical records, billing and collections, expense reporting, customer service, mortgage etc...

DMS Functions

Document Management Systems help to create, name, file, store, retrieve and control the entire process of document management within an organization. It is designed to operate with ease for processing large volumes of documents. The large number of benefits in comparison with manual paper based processes and systems, give compelling reasons for implementation of the DMS.

Typical Documents managed in a DMS include:

- *Employee Records / Policy Management*
- *Finance / Legal Documents.*
- *Board Proceedings / Minutes of Meetings / Annual Reports*
- *Press Clip Management, Photograph & video*
- *Plans / Approvals / Contracts / Agreement*
- *Asset Documents/AMC / Renewal / Alert*

DMS Benefits

- Significant reduction in paper work and manual register maintenance
- Availability of up-to-date information to Officers
- Safety against Natural disasters and loss of Paper documents
- Savings on storage space and photocopying costs
- Elimination of duplicate and inconsistent record keeping
- Quick and easy access to historic data and reduced operating costs
- Effective Monitoring of the performance of departments / sections
- Improved information integrity and compliance with government policies and regulations
- Best tool for Right To Information Act (RTI)

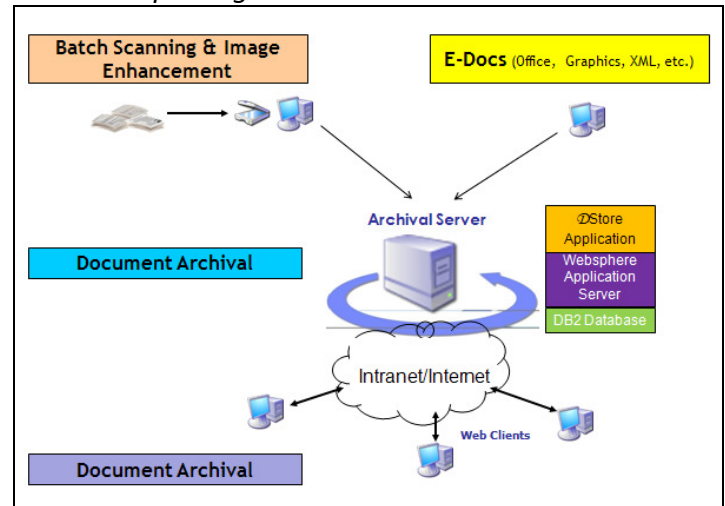
Our Unique Solution – eStore

eStore is a web based integrated application software that harnesses leading edge technologies to transform isolated paper documents into valuable online information

The Key Features

- *A robust, scalable foundation using IBM & Kofax technology*
- *Image enhancement (Advanced clarity)*
- *60% reduction in image size*
- *Barcode Capture & Classification*
- *Scan, Organize, Index & Store Documents easily*

- *Browser based secure login*
- *Access privileges to documents*



The Unique Proposition

- Attractive entry level investments
- Unlimited scalability for data and users
- Express, Standard, Enterprise
- State of art technology
- Customizable to specific requirements
- Comprehensive local support
- Implementation references
- Fidelity, United Bank of Switzerland, Federal Bank, Kerala Secretariat, AgriGold, Philips

The Solution Components

- IBM WebSphere Application Server
- Leading J2EE 1.4 and Web services application platform
- IBM DB2 9.x Hybrid XML/Relational Data Server
- Optimized management of both XML and relational data
- Kofax Data Capture
- Powerful, image processing, production-level document and advance data capture OCR, ICR, and OMR
- eStore-Application
- Web-enabled software developed by MicroGenesis is built with JSF / SDO - J2EE technology