



ViewWise Enterprise Solution

Computhink's Commitment..

Computhink® is committed to providing Integrated Document Management and E-mail Archival Solutions for the small to medium-sized Enterprise market. ViewWise® is designed to operate in multiple network environments, using your existing operational investment in Information Technology (IT), and yet continues to base principles of being user-friendly in the areas of installation, use, support, and maintenance.

Complemented with the professional services of Computhink and our partners, ViewWise Solutions utilize capabilities to address your needs to automate business processes, reduce costs, increase productivity and customer service, assist in compliance, and provide integration with existing business applications.



ViewWise Benefits

Increased Productivity / Customer Service

ViewWise allows organizations to capture and archive any vital documents into a centralized repository so that they can be accessed by all employees with the proper security and rights from anywhere. To be competitive, companies must have this type of “information agility” in order to effectively react to dynamic changes in their marketplace.

Go Green “Paperless Office”, Reduce Costs

ViewWise can dramatically lower costs in terms of reducing reliance on paper and printing, and alleviating the administration costs associated with filing, searching for, and storing hard copy documents. With the huge push to incorporate “green” technology, ViewWise has only become more attractive to prospective buyers in the past few years.

Business Process Automation

ViewWise Graphical-User-Interface (GUI) Workflow provides organizations with a solution to automate document processes, setup tasks, and collaborate among departments or with outside vendors and partners who are granted the proper security rights. With E-mail notifications and document routes created, ViewWise moves content through the defined route while reminding staff of tasks which they must tend to in order to finalize the route.

Integration

It is important to use a Document Management System like ViewWise that is equipped with integration capabilities to exchange information with your existing systems. Tight integration is necessary for maximum efficiency and return on investment. With the ViewWise Application Enabler or ViewWise SDK, integrating your existing business applications is simple and will improve productivity and user acceptance.



ViewWise Enterprise Solution

ViewWise Features

Computhink's ViewWise provides Integrated Document Management and E-mail Archival Solutions which are flexible, connectable, simple to use, reliable and secure. ViewWise's ease of use reduces training costs and professional service fees.



Check-In / Check-Out

Check-Out or copy documents to a designated location for audit purposes or to work off-line. Documents that have been checked out can be checked in to automatically update the version/revision and the audit trail.

Audit Trail

Review detailed audit trails of a document's activity. ViewWise can provide full visibility and audit tracking functions for every action performed across the enterprise in the ViewWise Document Management System. A complete history of all activity on any given document in ViewWise can range from original date entered to user and initial index values or each time the document is altered.

Retention Policies

While regulations governing the archival of information vary from industry to industry, the length of required retention is generally increasing. Credit history files, for example, can have a lifetime of fifty years or more. Life insurance policies must be retained not only for the life of the client, but also for life of any potential law suit. ViewWise insures that your documents are retained to meet the retention policies set by your company, your industry, or the government.

Web and Desktop Access

Secure access and permission to the ViewWise database can be granted to users via ViewWise Desktop or ViewWise Online Clients.

Microsoft® Office Integration

Save directly from Microsoft Office applications into ViewWise. Our ViewWise Document Management System includes a short-cut button embedded directly into MS Office applications that permits one-click sending to our ViewWise application. This saves the user time, insures proper filing, adds security, and can automatically notify others if workflow is in use.



Version / Revision

Version / Revision gives users the ability to access and roll back to previous document versions, while maintaining document security and data integrity. Rework, update, or modify the document and automatically save it back to ViewWise.



ViewWise Enterprise Solution

ViewWise Features *(cont'd)*

Security

Multiple levels of encryption and permissions control provide for a secure, centralized Document Management System. Storage is encrypted both at the page and at the document level with one user-definable 128-bit encryption, and is controlled in layers allowing precise control to the assigned administrator. The administrator assigns permissions based on department or user, which allows for a corporate-wide deployment while ensuring only the proper users see the documents they need.

Scan / OCR Images

Optical Character Recognition (OCR) allows ViewWise to read the text on a document for additional search functionality. This allows the user to find documents by the index values, the text, or a combination of both. This allows the user to find their document faster and in multiple ways. ViewWise includes an embedded OCR utility so one can easily transfer text from an image without the need to re-type the information.

View and Search

Any file type is easy to route to ViewWise. ViewWise accepts any electronic files, such as video, audio, photos, CAD drawings and views over 400 file formats.

Manipulation of Images

Users can apply redactions and annotations by marking up, highlighting, or underlining the content of any document with objects that easily displayed for printing / viewing in a separate overlying layer. The original file remains unmodified. Users can also apply stamps and comments. Complete image manipulation includes freehand drawing, cut / copy / paste, image de-skewing and de-speckling, brightness, contrast, hue, saturation, half-toning, invert, flip, fill, rotate, and angle.

Multiple Output Options

Multiple document output options include: fax, E-mail, print or export as an image, text, .pdf or DjVu file. ViewWise export has support for over 110 different images, text and other file formats. Anything you can print can be sent to ViewWise via the print driver.

Data Capture

Indexing is the process of assigning descriptive, searchable data to each scanned document. Index properties can be pre-populated based on a document's filing location. A cabinet or folder can be assigned a set of indices (node properties) to save time on data entry. ViewWise partners with several Front End Capture Solutions which can read and process bubble-forms, barcodes, recognize specific forms or use OCR to auto-populate index fields.



Did You Know?

A typical ViewWise installation is operational in just 2-3 days. This combined with the easy-to-use interface means your organization and employees can adapt to and enjoy the benefits almost immediately after the buying decision is made... providing an incredibly low Total Cost of Ownership (TCO).



ViewWise Enterprise Solution

ViewWise Additional Components

These programs provide the building blocks for creating a personal and comprehensive solution.

ViewWise Application Enabler / SDK

Our ViewWise SDK is a toolkit for those who wish to build integrations between ViewWise and 3rd-party applications. The ViewWise Enabler allows simple point and click integration with 3rd-party applications; there is no need for understanding software languages and programming.

ViewWise Workflow

By automating your workflow with ViewWise, documents or information can be routed through individual processes established by the administrator. By eliminating the manual printing and delivery process, electronic workflow saves an organization time and money.

ViewWise E-mail Archival Solution (EAS) for Microsoft® Exchange and Novell® GroupWise

ViewWise provides an efficient method for capturing, indexing, routing and retrieval of E-mail. This solution offers comprehensive archiving for incoming, outgoing and internal messages.

GroupWise Archiving Agent

This Agent offers the ability to store GroupWise E-mail directly into ViewWise, search both ViewWise and GroupWise for content and save GroupWise documents to ViewWise.

ViewWise Automated Input Processor (AIP) / Front-End Capture Solutions

Computhink has easily formed integrations with several leading capture solutions to allow you to pick the best solution for you with bar code recognition, zonal OCR for indexing, or forms capture. This allows companies to achieve greater return and further insures accuracy.

SignWise

SignWise provides a complete digital signature solution for the capture, encryption, storage, and verification of Topaz generated Signatures and biometric / forensic-quality electronic signatures.

System Specifications

ViewWise Server

Hardware

Minimum Recommended
CPU: 1.0 GHz CPU or faster
RAM: 1 GB for ViewWise
300 Mb Disk space
Plus RAM & Disk storage space for Database

Software

Network Operating Systems supported:
Microsoft Windows 2000/2003/2008 Server
Novell Netware 6.5 Server
RedHat LINUX
SuSe Enterprise
Others upon request

ViewWise Client

Hardware

Minimum Recommended:
CPU: 800 MHz or faster
RAM: 512 MB or greater available to ViewWise application.
RAM: 1 GB or greater available to ViewWise application + Scan Station application.
Disk space: 1 GB available for installation and usage of application.

Software

Client Systems supported:
Microsoft Windows 2000/ XP/Vista.
Microsoft Office 2000/XP/2007 required for ViewWise Office integration.
Windows running Terminal Services or Citrix client
Web Client Options:
Java Runtime Environment 1.5
Microsoft Internet Explorer 6.0 & above

Web Servers

Microsoft IIS
Apache/Tomcat

Relational Database Support

Microsoft SQL 2000/2005/2008
For Full Text Search (FTS) capabilities Microsoft FTS must be installed.
Oracle 9i/10g
For FTS capabilities on Oracle, Oracle must be installed on a Microsoft Operating System with Text support. (Formerly interMedia text)

Scanning Support

TWAIN and ISIS* scanners are supported, together with select multipurpose network scanners. Please consult with Computhink.
*Available with upgrade.