PRIORITY ENGINEERING

Capture Professional

Electronic Document Management

Features

- Archive your paper based documents
- Low cost, easy to integrate solution
- Scanner hardware independent
- 100% automated scanning and data capture process
- Advanced automated image processing and text capabilities
- Customizable client user interface
- Control and design your workflow
- Email, fax, scan and capture files directly into the archive
- Easy to integrate with existing workflow systems
- Provides full control of user rights, security and revision control
- Indexes more than 250 formats
- Integrates with a number of third party viewers and tools
- Fast and easy handling of documents as well as large format drawings
- Export the archive or parts of it to a self-contained CD or DVD with data viewer
- Optional Plan Room Module
- Supports Internet Explorer, Firefox, Chrome and Safari web browsers
- Print Collated Sets to network Printers

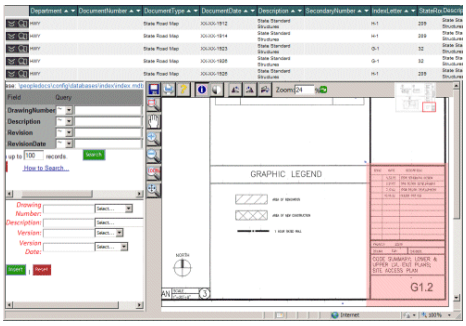
Capture Professional is a scanning, indexing and archiving system for any size document. With **Capture Professional** you can scan your images, store and index them with an unlimited number of fields for easy retrieval. You can store your images with meaningful file names by index field values, i.e. document number, sheet, revision, etc. Various indexing features are included: Automatic queuing of images to be indexed, automatically zoom to areas (zones) on image for each field, use of default values and macros, and many more. **Capture Professional** supports automatic and semi-automatic ICR/OCR data capture to speed up the archiving process with multi-page management also supported.

Capture Professional works in three modes: **Design**, **Insert** and **Query**.

In **Design** mode you can define your database and index fields. You can link fields to areas in the image (zones) and you can create macros to help simplify and automate the indexing process.

In **Insert** mode you control the attached scanner(s) and perform the indexing with help from the system. Feed the scanner and index later or index while you scan the choice is yours.

In **Query** mode you can work with the archive. There is a user-friendly browser with a quick view facility where you can view the contents of the archive. You can search for records that fulfill specific criteria, make changes to your archive index, version records and design your own queries.



ICR/OCR-Package

The Optical Character Recognition (OCR) Package is an add-on to **Capture Professional**. With the OCR package and with the index fields linked to areas in the image you can extract the text into the fields manually or automatically. The OCR package enables you to fully automate the scanning, indexing and storing of your drawings.

Capture Professional provides users the ability to index all types of scanned documents including photos. A customized user interface assures that required indexing information is attached to the imported documents allowing for quick and easy search to find of any document in the database. Retrieved documents can be viewed, printed or attached to an email as a pdf file.

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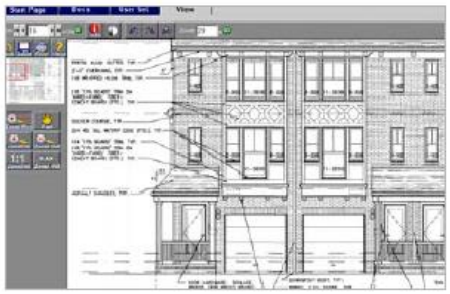
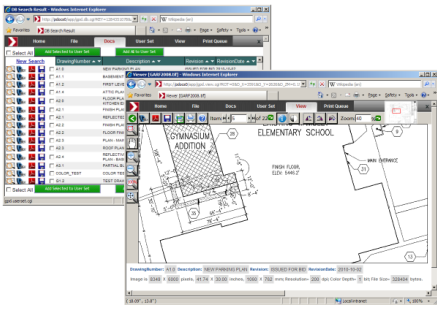
Priority Engineering can integrate **Capture Professional** into your system and design a customized user interface (GUI) that will provide you with the solution to scanned document files management.



DocIMS Search, View and Print Tool

DocIMS is an affordable software utility for locating, viewing, and printing engineering drawings, scanned images, and office documents. **DocIMS** is a cost effective method for non-CAD users to access and print released design files and associated documents, for activities such as facilities management, procurement and ordering processes, and plan distribution for Construction, Utilities, Manufacturing and Government Agency applications.



Using only a web browser, **DocIMS** users can quickly find, view, and print drawings and other documentation in a production or office environment, as easy as shopping on the Internet. **DocIMS** runs as a service on a single PC workstation or server and can be accessed by everybody on the network, and can be routed around firewalls for outside access if required

DocIMS can be pointed at documents residing on the local computer or anywhere on your internal network. Furthermore, there are no additional costs for client user seats or limits on number of documents, **DocIMS** gives your organization unlimited access without storage restrictions.

DocIMS provides easy web browser access to all your project plans, specifications, and legal documents from any computer in your company for previewing and print distribution. Because **DocIMS** is a web based system, the client software is already installed on every computer workstation regardless of OS platform. Not having to schedule IT to install software at every workstation greatly reduces implementation time and cost. Your investment is protected from the barriers of a mixed computer environment because it can be used on any type of computer, PC, Mac, Linux, or Unix. Furthermore, because it's browser based, **DocIMS** allows the full advantage to leverage wireless, Tablet PC, and handheld mobile device technologies.

Users can easily assemble their own print sets with a "shopping cart" mechanism. They select the files they want to print and add them to a list which they can rearrange and apply settings such as sheet size and number of copies. Then they can output collated print sets directly to a printer or to a held queue awaiting further review and submission by a print room or reprographics production operator.

The same "shopping cart" mechanism used for Batch Printing can be used to convert entire document sets to PDF, TIFF, DWF and many more file formats for distribution via CD/DVD or email saving lots of money in shipping costs not to mention production delays. **DocIMS** can be installed, functional, connected to your data and your key people can be trained in less than a day. Our training programs allow you to select the appropriate method and amount of time that fit your budget and schedule, whether on-site or on-line.

- Easy to use, browser based, document Search, View and Print software
- Cost effective, no costs for client seats or limits on number of documents
- Works with CAD files, PDF files and Images
- Measure and Print to scale
- Perform Quantity, Linear, and Area Takeoffs
- Markup and Annotate documents
- Export document sets to single multipage PDFs for paperless distribution
- Multi OS platform supports mixed computing environments
- Shopping cart style batch printing
- Easy implementation
- Low cost of ownership
- Supports Internet Explorer, Firefox, Chrome and Safari web browsers
- Print Collated Sets to Wide Format Printers

Call us today for an onsite demonstration of **Capture Professional**

PRIORITY ENGINEERING

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