



# IBM Datacap FastDoc Capture V1.2 delivers automated capture of index files

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## At a glance

IBM® Datacap FastDoc Capture V1.2 includes:

- Automatic capture of index fields to eliminate manual keying
- Image enhancement and recognition of typed or bar code data
- Document identification using Taskmaster Fingerprint technology
- Data validation and retrieval using database lookups
- Verification by quality assurance personnel and delivery directly to Microsoft® SharePoint or to a folder for Enterprise Content Management, Enterprise Resource Planning, and other systems

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800-IBM-CALL (426-2255).

Reference: YE001

## Overview

IBM Datacap FastDoc Capture V1.2, an entry-level capture product, includes recognition and document identification, features not often found at this price point. Use Datacap FastDoc Capture to obtain images from a scanner, multifunction device, or from a local or network folder containing previously scanned images.

IBM Datacap FastDoc Capture V1.2 enables you to automate document capture processing using a single intuitive interface for all activities, with minimal setup. It is designed to automatically extract index data, reducing operating costs by eliminating manual typing, reducing data input errors, and improving throughput. A single batch of documents may contain multiple document types, increasing flexibility. Datacap FastDoc Capture provides the power of automation, without complexity. There are no preset limits to the number of documents that can be processed.

## Key prerequisites

- Scanners or multifunction devices supporting access using TWAIN driver, or access to image files that were previously scanned
- Microsoft Windows-based hardware

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## Planned availability date

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March 11, 2011: Electronic availability

April 15, 2011: Media availability

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## Description

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IBM Datacap FastDoc Capture V1.2 provides tools that can be used to automate the entire document and data capture process. IBM Datacap FastDoc Capture is designed to help organizations reduce operating costs, reduce user errors, and improve efficiency with minimal training and support costs and impact on IT. Using IBM Datacap FastDoc Capture, organizations can significantly reduce labor and paper costs, and access meaningful information for better and faster decisions, driven by these key value components:

- Reduce operating costs through Full Time Employee (FTE) reduction or repurposing
- Reduce user errors through recognition
- Improve efficiency with automation

### Features

- Works with any document type
- Has preconfigured capture rules, no programming required
- Uses IBM Datacap Taskmaster Fingerprint for fast, accurate document identification without setting up templates
- Uses Taskmaster Click N Key for easy identification of index data locations
- Has built-in integration with Microsoft SharePoint
- Includes visual document separation and manipulation
- Provides single intuitive user interface for all capture tasks
- Has export data in XML or text file format
- Has export images as TIFF or Portable Document Format (PDF), including multipage searchable PDF

IBM Datacap FastDoc Capture V1.2 automates the four tasks of document and data capture: scan, recognize, verify and export. In the scan task, Datacap FastDoc Capture obtains images from a scanner, multifunction device, or from a local or network folder containing previously scanned images. The images being processed together are called a batch. A batch may contain mixed document types, for example, a hospital might scan admitting forms, physical examination reports, physician's order sheets, consent forms, and so on. Each document type does not have to be sorted and separately processed as is required with some other products.

When a batch contains images of multiple documents, IBM Datacap FastDoc Capture needs to know where an individual document begins and ends. One method of document separation is to insert bar code separator pages between each document prior to scanning. Another method is visual separation using thumbnails, where the IBM Datacap FastDoc Capture user indicates the beginning of each new document by merely clicking on the first page image of a document. If all documents have the same number of pages, Datacap FastDoc Capture will automatically separate at the page interval.

Once a batch of documents has been scanned and separated, IBM Datacap FastDoc Capture performs the recognize task. Recognition is the process of obtaining the text data from the image using optical character recognition (OCR). IBM Datacap FastDoc Capture uses IBM Datacap Taskmaster Fingerprint document identification technology to "learn" your documents and automatically extract index data,

eliminating manual keying. A library of known documents is automatically created and maintained. When a document is new to IBM Datacap FastDoc Capture, the user selects the document type from a drop down menu and "teaches" IBM Datacap FastDoc Capture where to find the index data by merely clicking the data on the image, a Datacap Taskmaster feature called "Click N Key".

The next task is to verify the index data. IBM Datacap FastDoc Capture automatically presents the document image and the index fields, and if the document was known to IBM Datacap FastDoc Capture, the index fields are automatically populated with data. Each field may have data validation rules, including database look-ups, to assure accuracy. If the data extracted from the image for the field fails a data validation rule, the data in error is clearly highlighted to the IBM Datacap FastDoc Capture user so the error can be corrected.

Once any errors are corrected, the images and index data are exported either directly to Microsoft SharePoint or to a folder for use with any back end Enterprise Content Management (ECM), Enterprise Resource Planning (ERP), or other business system. The images may be exported as TIFF or multipage searchable PDF. When the back end system is not Microsoft SharePoint, IBM Datacap FastDoc Capture provides the index data as an XML or text file, which may be easily imported into any system.

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### **Accessibility by people with disabilities**

A US Section 508 Voluntary Product Accessibility Template (VPAT) can be requested via the IBM website

[http://www.ibm.com/able/product\\_accessibility/index.html](http://www.ibm.com/able/product_accessibility/index.html)

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### **Program number**

Program number	VRM	Program name
5725-c69	1.2.0	IBM Datacap FastDoc Capture

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### **Offering Information**

Product information is available via the Offering Information website

<http://www.ibm.com/common/ssi>

Also, visit the Passport Advantage® website

<http://www.ibm.com/software/passportadvantage>

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### **Publications**

No publications are shipped with this product.

The IBM Publications Center

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You can download the PDF publication and find associated content for IBM Datacap FastDoc Capture library at

<http://www.ibm.com/support/docview.wss?uid=swg27020864>

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## Technical information

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### Specified operating environment

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#### **Hardware requirements**

IBM Datacap FastDoc Capture V1.2 installs and runs on a single Microsoft Windows-based machine.

#### **Software requirements**

IBM Datacap FastDoc Capture:

- Is supported on Microsoft Windows® XP SP3 (32 bit) and Microsoft Windows 7 (32 bit and 64 bit).
- Requires the Microsoft .NET Framework 2.0, and if it is not already installed, it will be installed automatically during the software installation process.
- Requires the Microsoft MSXML 6.0 Parser, and if it is not already installed, it will be installed automatically during the software installation process.
- Requires Microsoft Windows Installer 3.1, and if it is not already installed, it will be installed automatically during the software installation process.
- Does not require a database system.

The program's specifications and specified operating environment information may be found in documentation accompanying the program, if available, such as a readme file, or other information published by IBM, such as an announcement letter. Documentation and other program content may be supplied only in the English language.

### Planning information

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#### **Security, auditability, and control**

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IBM Datacap FastDoc Capture uses the security and auditability features of the host software.

The customer is responsible for evaluation, selection, and implementation of security features, administrative procedures, and appropriate controls in application systems and communication facilities.

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## Ordering information

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### Product information

Licensed function title	Product group	Product category
IBM Datacap FastDoc Capture Authorized User Value Unit	Datacap	IBM Datacap Fastdoc Capture
IBM Datacap FastDoc Capture Employee User Value Unit	Datacap	IBM Datacap Fastdoc Capture
Program name	PID number	Charge unit description
IBM Datacap FastDoc Capture Authorized User Value Unit	5725-C69	Per User Value Unit
IBM Datacap FastDoc Capture Employee User Value Unit	5725-C69	Per User Value Unit

### Charge metrics definitions

#### User Value Unit (UVU)

UVU is the metric by which this program is licensed. UVU entitlements are based on the number of users for the given program. A Proof of Entitlement (PoE) must be obtained for the appropriate number of UVUs required for your environment as defined by the specific program terms. The UVU entitlements are specific to the program and may not be exchanged, interchanged, or aggregated with UVU entitlements of another software program. UVU licensing offers you price benefits for customers by enabling a lower cost of incremental growth of resources. To understand these benefits of UVU licensing, and to determine how many UVUs to obtain for the program, contact your IBM representative.

### Passport Advantage program licenses

#### IBM Datacap FastDoc Capture

Part description	Part number
IBM Datacap FastDoc Capture Employee User Value Unit	
IBM Datacap FastDoc Capture Per User Value Unit Annual SW S&S Rnw1	E0BLZLL
IBM Datacap FastDoc Capture Per User Value Unit Lic + SW S&S 12 Mo	D0IBHLL
IBM Datacap FastDoc Capture Per User Value Unit SW S&S Reinststate 12 Mo	D0IBILL

## IBM Datacap FastDoc Capture

Part description	Part number
IBM Datacap FastDoc Capture Authorized User Value Unit	
IBM Datacap FastDoc Capture Per User Value Unit Annual SW S&S Rnw1	E0BM0LL
IBM Datacap FastDoc Capture Per User Value Unit Lic + SW S&S 12 Mo	D0IBJLL
IBM Datacap FastDoc Capture Per User Value Unit SW S&S Reinstate 12 Mo	D0IBKLL

## Passport Advantage supply

Program name/description	Part number
IBM Datacap FastDoc Capture V1.2.0	
IBM Datacap FastDoc Capture 1.2 Win 7, win XP English	BB00XEN

## Passport Advantage customer: Media pack entitlement details

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Customers with active maintenance or subscription for the products listed are entitled to receive the corresponding media pack.

### IBM Datacap FastDoc Capture V1.2.0

Entitled maintenance offerings description	Media packs description	Part number
IBM Datacap Fastdoc Capture Authorized per User Value Unit	IBM Datacap FastDoc Capture 1.2 Win 7, Win XP English	BB00XEN
IBM Datacap Fastdoc Capture Employee per User Value unit	IBM Datacap FastDoc Capture 1.2 Win 7, Win XP English	BB00XEN

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### **License Information form number**

Program name	Program number	Form number
IBM Datacap FastDoc Capture	5725-C69	L-PLES-8C6PJ6

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**Limited warranty**

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**Educational allowance available**

Not applicable.

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**Prices**

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