IBM Production Imaging Edition

A comprehensive solution for document imaging applications

Highlights

- Helps organizations quickly and easily capture documents, extract key information store electronically

- Leverages the IBM FileNet ECM architecture to improve manageability and flexibility

- Incorporates IBM Case Foundation components to help increase process performance and productivity

- Improves document usability with enterprise-wide document image viewing, annotation and redaction

- Allows rapid importing of a large volume of documents

- Offers insight to achieve competitive advantage

If paper-based processes and filing systems continue to present optimization challenges to your organization, you are not alone. Despite significant advances in IT solutions and industry visions for paperless offices, many companies still struggle under mountains of paper. Yet the faster you can reduce labor-intensive, error-prone processes and the management and real estate overhead related to paper, the faster you are likely to reap the financial rewards and enable the business flexibility and speed that come with streamlining and automating processes. Achieving these benefits requires a collection of technologies, including an imaging solution, business process management (BPM) capabilities and an enterprise content management (ECM) repository. Historically, part of the challenge of moving beyond paper has been piecing together a solution with all of the capabilities you need to achieve desired business outcomes.

IBM Production Imaging Edition is a comprehensive product for managing the document imaging lifecycle. It includes all of the components you need to:

- Capture documents and turn them into digital images, extract information, and insert images and metadata into a repository
- Store and manage document images
- Create and maintain business processes and automatically route document images based on content, context and user input
- View document images from practically anywhere in the enterprise, make annotations on them and redact parts of them as needed

With IBM Production Imaging Edition, you gain the ability to scale processes from departmental use up to tens of thousands of users. You can even enable electronic capture from distributed offices or locations across the enterprise via the web. Compared with manual approaches, this can help reduce processing times from days or weeks to minutes, while lowering costs. Moreover, because the features in IBM Production Imaging Edition come pre-integrated, you can be confident in their ability to perform as needed, and you can rely on a single vendor for support. IBM Production Imaging Edition includes the following products:

- IBM Datacap including IBM Datacap Mobile
- IBM FileNet® Content Manager
- IBM Case Foundation components including –
    IBM Case Foundation Business Process Designer
    – IBM Case Analyzer
    – IBM FileNet Process Simulator
    – IBM Case Foundation Business Process Tracker
    – IBM FileNet Connector for Microsoft Visio
    – IBM Case Manager Case Builder – IBM Case Manager Case Runtime
- IBM Content Navigator
- IBM Content Engine Bulk Import Tool
- Daeja ViewONE Professional Edition – including Permanent Redactions Server Module

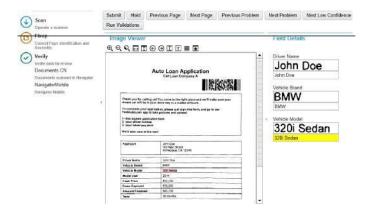## Combining imaging, capture and automation to help reduce costs

IBM Production Imaging Edition includes IBM Datacap for multichannel document capture, classification and indexing. With IBM Datacap you can automate data entry for most types of documents, including medical claims, tax returns, mortgages and loans, insurance policies and claims, and highly variable documents such as invoices. Datacap can also rapidly convert structured data and unstructured information from common formats, including JPEG, PDF or TIF image files.

Overall, forms recognition, or advanced document capture automation, is a key first step to gaining efficiencies in paper-based processes because it enables you to digitally route content organization wide, helping streamline subsequent steps of the workflow.

Building on a leading ECM architecture

IBM Production Imaging Edition includes the powerful IBM FileNet Content Manager repository, which combines comprehensive content management functions with specialized document management capabilities to gain active control over your unstructured corporate assets. FileNet Content Manager helps improve the quality of decisions by providing the right information when it's needed. It also helps make content more accessible, secure and manageable to support your business initiatives. By delivering active content that can enable process automation, FileNet Content Manager can help reduce time, cost and risk while delivering a solid return on investment as demonstrated by real-world deployments.

Key features in IBM FileNet Content Manager help simplify management challenges and reduce costs. For example, Content Federation Services enables you to manage content from virtually wherever it lives, so you can either postpone or avoid costly migrations while standardizing on a common solution. Moreover, business users can more easily leverage and get more from the solution with the help of IBM Content Navigator software, which provides an intuitive user interface for accessing features related to capture, content and process management through a standard browser.

Figure 1: IBM Production Imaging Edition includes IBM Datacap to capture and digitize paper documents, such as invoices and statements, as part of your mission to improve productivity and speed processes in your organization.

Helping increase process performance with IBM Case Foundation

To manage the workflow of case-based processes and content among people and systems, IBM Production Imaging Edition relies on IBM Case Foundation.

With the help of process design and simulation tools, rapid application development frameworks and process monitoring dashboards, IBM Case Foundation provides comprehensive, content-centric process management. Through these capabilities, IBM Production Imaging Edition can enable your organization to create, manage and optimize case-based processes to increase performance, reduce cycle times and improve productivity and decision making. IBM Production Imaging Edition also includes the following IBM Case Foundation components:

- Standards-based process modeling for business: A Visio-based, easy-to-use modeling environment to define business process models that can be directly mapped to process definitions in the XML Process Definition Language (XPDL)

- Standards-based process design tool: A web-based process design tool that can read and produce portable process definitions in XPDL, providing reusable step palettes that can be extended and customized for various groups and industries

- Process simulator: A modeling tool for simulating processes based on real execution data or assumed scenarios, providing animated simulations and producing statistics that can be analyzed to identify process bottlenecks and optimize processes

- Process tracker and process analyzer: Tools to help support better business decisions by monitoring processes and providing in-depth analyses of live and historical process information

- Case Runtime: Deploy your content-centric process using the IBM Case Manager runtime that enables more advanced, ad hoc, capabilities to be added when required

Viewing, annotating and redacting documents more easily

For electronic documents to deliver optimal value, they must be easy to find and reuse. It's also important that they don't slow down the network when accessed by large numbers of people. That's why a viewing tool with the right capabilities is essential. IBM Production Imaging Edition includes IBM Daeja Professional, an advanced viewing tool that supports popular file types, including Adobe PDF, Microsoft Word, Microsoft Excel,

EML and Adobe Photoshop files and single and multipage TIFF, JPEG, BMP and GIF image files. A document streaming module in the viewer can dynamically split multipage TIFF and PDF documents into single pages, dramatically reducing network traffic and helping speed response times.

IBM Production Imaging Edition also delivers important capabilities, such as permanent redactions of all supported image files for highly secure archiving or distribution as well as universal viewing capabilities, where user access needs to be restricted to viewing and markup only (without editing the original file). Users can also review documents faster by navigating them using text indexing rather than thumbnails. Moreover, the solution offers leading document security features that protect images during transit and help ensure that only the intended recipient with the right access level can view documents.

Enabling high-speed bulk importing of documents

A comprehensive imaging solution requires the ability to import large volumes of document images from other sources with minimal index information. The IBM Content Engine Bulk Import Tool is designed to enable users to move document images into the IBM FileNet Content Manager repository, even when those images may have been created in batches using non-IBM capture or content collection tools.

The IBM Content Engine Bulk Import Tool is a high-volume, high-speed solution for inserting batches of document images into IBM FileNet Content Manager software. It is an equivalent for IBM FileNet Content Manager software of high-performance image import (HPII) for IBM FileNet Image Services software.

Gaining a competitive advantage

ECM solutions from IBM help companies make better decisions, faster. Removing paper-based processes with IBM Production Imaging Edition not only can help your organization improve productivity, better manage processes, and reduce costs and environmental impact but also can provide a way to evaluate all-important content using analytics for a better understanding of the past and a clearer insight into the future. So when you're ready to take control of your paper problem, look no further than IBM.

Why IBM?

Software is helping build a smarter planet, giving organizations more opportunities to realize their potential and break new ground. To achieve such goals, businesses need software that is fueled by expertise, built for change and ready for work. IBM ECM solutions can help.

Our comprehensive ECM portfolio—including industry solutions from IBM Business Partners—helps businesses manage unstructured content, optimize business processes and address complex compliance requirements. Our deep ECM capabilities support an information agenda—the IBM approach to using information as a strategic asset through better business and IT alignment.

About IBM ECM software

IBM ECM software enables the world's top companies to make better decisions, faster. By gaining control of unstructured information, companies can access information, collaborate and influence business decisions in new ways, making content a first-class source of insight. With industry-specific IBM ECM solutions, companies can capture, manage and share content throughout its lifecycle, helping ensure compliance, reduce costs and maximize productivity. The IBM ECM portfolio includes a wide array of capabilities that integrate with existing systems to help organizations maximize the value of information, including document capture and imaging, social content management, advanced case management, information lifecycle governance, and content analytics. More than 13,000 global companies, organizations and government organizations rely on IBM ECM software to improve performance and remain competitive through innovation.

For more information

For more information about IBM Production Imaging Edition, please contact your IBM representative or IBM Business Partner, or visit:

ibm.com/software/data/content-management/production-imaging/