

Index

Taskmaster Administrator's Guide

— A —

Actions (.rrx) file, 4-16
Actions, Rules andn Rulesets
 Applications, 4-12
Administrator's Guide, chapter descriptions, 1-11
Administrator's Guide
 Welcome, 1-1
Anatomy of an Object (Document Hierarchy, 4-7
Application Tasks
 Export, 4-15
 Recognition, 4-14
 Scanning, 4-14
 Verify, 4-15
Applications
 Fingerprints, 4-9
 How to Access, 4-4
 Rulesets and Rules, 4-12
 Workflow Operations, 4-14
Applications, Taskmaster 6.5, 4-1
Architecture. *See* Taskmaster Architecture
 Taskmaster Applications, 2-1
Authentication
 Users, 5-7
AutoDelete, 7-1
 AutoDelete Manager (defined), 7-8
 AutoDelete Manager, features, 7-14
 Child jobs and split batches, 7-46
 Configurations, 7-8
 Installation and Set Up, 7-4
 Log Files, 7-52
 Operations, 7-26
 Options dialog (defined), 7-16
 Windows Task Scheduler, 7-34
AutoDelete Manager, features, 7-14
AutoDelete operations
 Automatic Configurations, 7-32

Manual Configurations, 7-27

— B —

Batch Aging Report, samples, 6-63
Batch Deletion, 7-1
Batch Numbering
 Alternative formats, 8-2
Batch Numbering, alternative formats
 How to install an alternative format, 8-7
Batch Productivity Report, samples, 6-64

— C —

Changes in Taskmaster Applications, 4-16
Conventions, typographic and terminology, 1-8
Customer Assistance, 1-10

— D —

Datacap
 technical support, 1-10
Datacap Datacap Taskmaster. *See* Datacap Taskmaster CD-ROM
Datacap Studio
 Zones Page, 2-11
Datacap Taskmaster CD-ROM
 Components, 1-4
 Introduction, 1-4
Datacap Taskmaster Installation, 3-1
Deleting batches, 7-1
Document Hierarchy, introduction
 Anatomy of an Object, 4-7
Document Hierarchies, 5-1
Document Hierarchy, introduction
 Taskmaster Application, 4-6

— E —

e-mail, technical support, 1-10
Export
 Applications, 4-15

— F —

Filters, reports, 6-38

Fingerprints

Applications, 4-9

Image Files (.tif), 4-11

Recognition Files(.cco), 4-11

— G —

Glossary of Report Terms, 6-69

— H —

How Generate a Report with a Filter, 6-54

**How to Construct a New Workstation
Definition, 5-32**

How to Define a New Job-Task Shortcut, 5-38

**How to Define a Report Production Schedule,
6-59**

How to Define a User (Security), 5-17

How to Define a User Group (Security), 5-25

**How to Generate a Report without a Filter, 6-
33**

**How to Install an Alternative Batch ID
Format, 8-7**

How to run AutoDelete, 7-26

How to Set Up AutoDelete, 7-4

How to Set Up Report Viewer, 6-20

— I —

Image files

Fingerprints, 4-11

Installation, 3-1

— J —

Job-Task Permissions (Security), 5-13

Job-Task Shortcuts (Security), 5-33

Job-Task Shortcuts, Properties, 5-41

— L —

Log Files, AutoDelete, 7-52

— O —

Open Report dialog (defined), 6-32

Open Report dialog (Report Viewer), 6-31

Options dialog (AutoDelete), 7-16

— P —

Passwords, defining, 5-7

Preview window (Report Viewer), 6-12

Printing Reports (Report Viewer), 6-36

Privileges

User Groups, 5-21

Privileges, Permissions and Group

Assignments (User Definitions), 5-8

Processing Scheduled Reports, 6-60

— R —

Recognition

Applications, 4-14

Recognition files XE

"Fingerprints:Recognition Files(.cco)"

Fingerprints, 4-11

Report Filter Criteria

Batch Aging and Batch Productivity Reports,
6-51

DocEdit and DocEdit Summary Reports, 6-47

Workflow Audit Report, 6-53

Report Filters, 6-38

Report Manager (Report Viewer), 6-23

Report Settings dialog (Report Viewer), 6-24

Report Terminology, 6-69

Report Viewer, 6-1

Batch Aging Report, samples, 6-63

Batch Productivity Report, samples, 6-64

Defining a New Report, 6-55

Filters, 6-38

How to Generate a Report with a Filter, 6-54

How to Define a Report Production Schedule,
6-59

How to Generate a Report without a Filter, 6-
33

Preview window, 6-12

Printing reports, 6-36

Processing Scheduled Reports, 6-60

Report Manager (defined), 6-23

Report Viewer Window, 6-8

Sample Reports, 6-61

Scan Reports, samples, 6-65

Scheduling Reports, 6-57

Set up, 6-15

Set up, step-by-step, 6-20

Settings dialog (set up), 6-16

Signing On, 6-5

Standard Reports, 6-23

Structure, 6-4

Text Search, 6-14
Verification Reports, samples, 6-66
Workflow Audit Report, samples, 6-67

Report Viewer Window (defined), 6-8
Reports

Report Viewer, 6-1

Reports, new, 6-55

Reports, samples, 6-61

Reports, scheduling, 6-57

RRS Applications

Introduction, 4-2

Rulemanager Page, introduction, 4-6

Rulerunner Service (RRS)

Taskmaster Applications, 4-1

Rules files (.rul), 4-16

Rulesets and Rules, introduction

Applications, 4-12

— S —

Scan Reports, samples, 6-65

Scanning

Applications, 4-14

Scheduled Reports, Processing, 6-60

Scheduling Reports, 6-57

Security

Administrative Privileges (Users), 5-8

How to Construct a New Station Definition,
5-32

How to Define a New Job-Task Shortcut, 5-
38

How to Define a User (Security), 5-17

How to Define a User Group, 5-25

Job-Task Permissions (Users), 5-13

Job-Task Shortcuts, 5-33

User Group Affiliations, 5-16

User Groups, 5-21

User Qualifications, 5-8

Users, 5-4

Workstations, 5-28

Select Application Wizard, 4-4

Signing On (Report Viewer), 6-5

Source page, definition, 4-2

Standard Reports, 6-23

Batch Aging Report, samples, 6-63

Batch Productivity Report, samples, 6-64

Generating, 6-30

Properties, 6-24

Scan Reports, samples, 6-65

Verification Reports, samples, 6-66

Workflow Audit Report, samples, 6-67

Standard Reports, samples, 6-61

Standard Reports, terminology, 6-61

support@Datacap.com

technical support e-mail, 1-10

— T —

Task Profiles, introduction

Applications, 4-12

Taskmaster

Architecture, 2-1

Document Hierarchies, 5-1

Taskmaster 6.5 Applications, 4-1

Taskmaster Applications

Changes, 4-16

Taskmaster Architecture

Introduction, 2-2

Workflow Hierarchies, 2-13

Taskmaster Security

Introduction, 5-1

technical support, 1-10

e-mail, 1-10

Technical Support, 1-10

— U —

User Group Permissions, 5-21

User Group Privileges, 5-21

User Groups (Security), 5-21

User Passwords, defining, 5-7

User Security, 5-4

— V —

Verification

Applications, 4-15

Verification Reports, samples, 6-66

Virtual Stations, 5-30

— W —

Windows Task Scheduler (AutoDelete), 7-34

Workflow Audit Report, samples, 6-67

Workflow Hierarchies

Taskmaster Architecture, 2-13

Workflow Operations

Applications, 4-14

Workstation Security, 5-28

Workstations

virtual, 5-30

Zones Page, 2-11

Zones Page, introduction, 4-9