

A Business Partner Solution for the Cross Industry Sector

Reorganize and Recategorize Document Content

Softech & Associates, Inc.

DocReorganizer

Technology Description

Scanning is a labor intensive operation that requires great attention to detail. Mistakes can occur during the document preparation and capture phase which may result in documents being committed to IBM FileNet Content Manager without the correct or intended content. Examples include when multiple documents are combined into one document, when a document is split into multiple documents, when a document contains a page that should belong to another document, when a document contains corrupted or duplicate pages, or when pages are put in the wrong order in a document. These documents must be queried, corrected, re-indexed, and recommitted.

Softech's DocReorganizer integrates with IBM FileNet Workplace to allow documents to be retrieved and reorganized by downstream authorized knowledge workers. DocReorganizer allows the committed documents to be retrieved and corrected. The original documents can be kept for auditing or can be deleted.

Features & Benefits

- Thumbnail interface allows pages to be moved, deleted, inserted, and replaced within a document and across documents.
- Number of thumbnails displayed can be configured.
- Documents can be combined, split, deleted, and re-indexed.
- Index information can be retained, copied, or edited.
- All operations can be done via drag & drop, hot-key and mouse clicks.
- Documents can be bookmarked for eDiscovery.

Value Proposition

Softech's DocReorganizer allows committed documents within FileNet Content Manager to be reorganized, reassembled, recategorized, re-indexed and recommitted. This provides for an easy way to correct documents that may have been saved incorrectly or had incomplete metadata. This is an ideal tool for organizations whose content must be reviewed and organized by knowledge workers such as lawyers in legal discovery.



IBM Segment

- Enterprise Content Management

Business Function

- Content Authoring, Viewing, Editing

Target Industry

- Cross Industry



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Company Description

Softech & Associates is a leading provider of flexible client configurable document imaging and workflow solutions and tools that allow IBM ECM customers to better leverage their investment. Softech provides consulting services expertise in system installation and optimization, release upgrades, volume image conversions, high-speed document import/export, platform, data and application migrations and customer support.



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