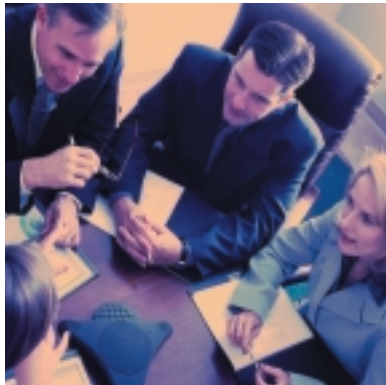


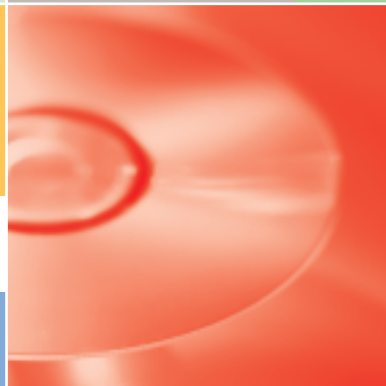
Canon



imageWARE®



imageWARE Document Manager



Capture, Manage, Distribute

imageWARE™ Document Manager

Capture, Manage, Distribute

Let imageWARE™ simplify how your business manages documents, and improve your office productivity.



The Right Information at the Right Time

Canon's imageWARE Document Manager is the central database application of the imageWARE Suite. Instead of relying on paper-based information for day-to-day operations, use imageWARE Document Manager to capture and manage digital documents. Digital documents can be updated and easily distributed to any place, at any time.

Workgroup Collaboration

imageWARE Document Manager Workgroup Edition offers workgroups and project teams a secure document management system that they can rely on. Document Manager includes a complete set of security, check-in/check-out, search, annotation, and distribution features that ensure quick access to the information users need to work more efficiently.

Robust Tools for the Enterprise

Small businesses, mid-size departments, and branch offices produce potentially thousands of documents a month. imageWARE Document Manager Enterprise Edition includes more database storage and other advanced features, such as audit and reporting tools, versioning, document expiration settings, a Web viewer, and data encryption. Users can even use their Windows® domain or Domino server passwords to access the database!

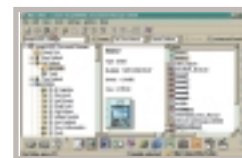
Advanced Web Access

imageWARE Web Document Server provides users with a Web-based workspace for working with personal or shared documents. Remote or traveling users can easily access information and make changes to database content even if they are out of the office or working from home.

Easy to Use for Immediate Results

imageWARE Document Manager does not require specialized technical skills.

Scan documents using any TWAIN or ISIS-compliant scanner.



Main Screen

Import from file servers, Canon imageRUNNER™ Mail Boxes, and imageWARE Scan Manager.

Use binders to link related files together for distribution across the network and printing with finishing features.



Search User Indexes

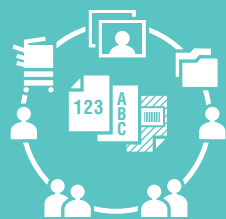
Search documents by indexes, full text, natural language, and document folder names.

Use a built-in document viewer to view over 250 file formats.

E-mail, fax, and print, including support for both MAPI and Lotus Notes E-mail.



Print, Fax, E-mail Buttons



Convert Paper Documents to Digital Documents

imageWARE Scan Manager

Converting hard-copy information to digital documents saves both time and money. Rely on imageWARE Scan Manager to decrease the amount of time it takes to capture and process thousands of images per month, or perhaps millions of documents per year.

Reduce manual labor costs by automating manual tasks, such as hand-stamping and notating. Automatically index documents using:

- forms recognition
- bar-code recognition
- zone optical character recognition

Scan Manager's pre-indexing, post-indexing, and input-masking functions improve recognition accuracy and reliability. After indexing is completed, release documents and their indexes to imageWARE Document Manager for day-to-day document management.

imageWARE Document Manager Gateway

Connect your hard-copy and digital workflows together to form one seamless and efficient document management system.

imageWARE Document Manager Gateway is a document capture utility that allows you to send scanned documents from devices that support:

- File Transfer Protocol or FTP
- Salutation Protocol

Once documents are captured at the PC, they can be indexed using Scan Manager, or stored in the Document Manager database and made accessible to users for search and retrieval functions.

Benefits

- **Maximize information resources** to decrease long-term operational expenses.
- **Increase productivity** by decreasing the amount of time that is wasted searching for information. Now all documents and files are as close as the nearest PC.
- **Protect your business information** using advanced security features and typical database backup.
- **Make information easier to find** using imageWARE Document Manager's flexible search capability.
- **Share documents easily** across the network, and model their real-world business workflow in the system.
- **Realize significant cost-savings** of storage fees by removing those paper documents from file cabinets and converting them to digital documents.
- **Integrate imageWARE applications** for a complete solution that offers better performance over any other single application.



Document Indexes

Real-world Solutions

Archival—Organizations that store paper documents in dedicated file rooms and cabinets can reduce storage costs by replacing physical space with digital storage space. Once these paper documents are digitized, they can be retrieved quickly and distributed directly from the desktop upon demand.

Document Processing—Business processes involve individuals, workgroups, and departments across many geographic locations and skill sets. Canon's imageWARE Document Manager is flexible enough to support virtually any vertical market application, including mortgage loan processing, health care claims adjustments, and legal document indexing and retrieval. Respond to your customers and business partners in real time using Document Manager Gateway and Gateway Indexing System to dynamically capture and index documents, and distribute content to those users in your organization who need quality data for fast decision-making.

Project Management—Teams come together to communicate about project status, updates, and assignment details. Issue escalation, change management, and reporting are key factors in delivering projects on time, without exceeding budgets and going beyond the project scope. Canon imageWARE Document Manager is the ideal solution for project collaboration, enabling teams to communicate via the documents they create and distribute.

Visit our website at www.imageWARE.com

A Smarter Way to Work



Specifications

Minimum Requirements Operating System

CLIENT

- Windows® 98/Me/2000 or Windows NT® 4.0 (Service Pack 3 or later)

SERVER

- Windows® 2000 Server or Windows NT® 4.0 (Service Pack 3 or later)

Hardware

- Intel® Pentium® II or greater
- 96MB RAM (128MB or more recommended)
- 20MB free space on the local HDD
- Monitor with VGA or higher resolution
- ISIS- or TWAIN-compatible scanner
- CD-ROM

Software

- Adobe® Acrobat® 4.0 or later (for PDF Thumbnail display)
- Microsoft® SQL Server Version 7.0/2000 (in the case of Windows NT® 4.0, Service Pack 4 or higher) *Enterprise Edition Only*
- Internet Explorer 4.01 and Service Pack 1 or higher

Canon KNOW HOW™

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