

The Smart Way To Connect Hard Copy to Workflow

Reportée SmartForms and SmartCapture offer a highly accurate, low cost solution for “Straight Through Processing” -- replacing processes that are traditionally time and personnel intensive.

Eliminate Manual Processing

Our patent-pending SmartCapture technology is the **only** solution that **reads**, **extracts**, and **automatically validates** information submitted in hard form on SmartForms. It then converts it to digital data and speeds it along to its destination, eliminating manual processing of information received via fax, email, or phone, including:

- Collation and assemblage
- Logging, routing and duplication
- Data entry
- Error handling and problem resolution
- Scanning, indexing and archiving
- Distribution

Eliminate errors by at least 90%

“10-20% of data entry is incorrect. It takes 4 times as long to correct an error as it does to process it”

– AIIM–

Uniquely, SmartForms technology assigns a Unique Identifier to indicate key information about the form and sender. A sophisticated validation system ensures an extraordinary degree of accuracy, virtually eliminating errors.

Exceptions, though rare, are routed for manual handling to address a possible problem **before** a costly error occurs.

Transmissions are validated and receipts (or notification of transmission errors) issued to the sender via email or return fax.

Reportée/Fax Server Solution

Our fax server partners are industry leaders with more than 30 years of combined experience and a large installed base of fax servers at Fortune 500 companies, financial institutions, government agencies, and other organizations across a wide range of industries.

The powerful combination of Reportée and fax server technologies ensures:

- **No lost transmissions:** unlike fax machines that lose transmissions when memory gets full or consumables like paper or toner are depleted

- **Proven Technology:** Accurate routing and timely distribution of documents; 99.99% accuracy, 95+% processing without exception handling
- **Automatic:** Elimination of manual re-entry of data and document handling
- **Secure:** Vital personal information no longer needs to be visible on the form
- **Seamless integration** with enterprise fax servers and Reportée SmartForms™
- **Minimal Equipment Requirements:** The Reportée solution can co-exist on a fax server; works seamlessly with any fax server
- **Minimal Installation Costs:** Customized on delivery. Web Services backend offers flexible and time-saving integration options
- **Scalable:** Extraction and form validation software runs modularly and redundantly on multiple servers

Cost Effective

- ROI is immediate and significant
- Cost savings of at least 50% over existing processing
- Speeds processing by a factor of 3X
- Improves client service and retention
- Enables growth without adding personnel
- Pays for itself in months

Seamless Integration / Easy Installation

Our technology can be quickly and securely integrated into existing enterprise applications. SmartForms are custom-designed to collect and extract data unique to each client and can be integrated with existing intranets, web sites and databases.

Easy To Use

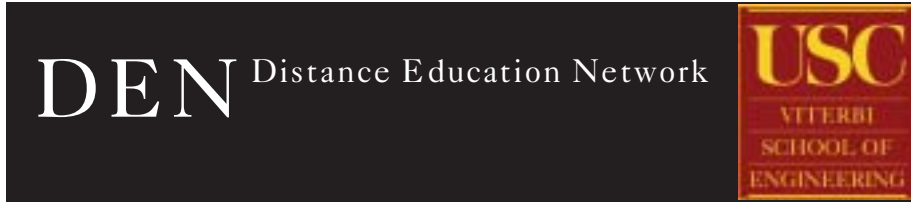
Although the underlying technology is complex, SmartForms are exceptionally easy to use.

For More Information Contact Reportée:

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CASE STUDY: DEN, Viterbi School of Engineering, USC



“With the Reportée/fax server solution, we are projecting operational savings of at least 70% over the next two years with our document processing. More importantly, with the improvement of our services, we are taking the ‘distance’ out of distance education.”

– Jim Park, DEN, Viterbi School of Engineering, USC –

Accurate

- 100% distribution accuracy
- 2,500 electronic documents accurately distributed (each submission averages 10 faxed pages)
- Automatic processing of 95% of all faxes. Those not processed are routed for exception handling **before** a costly error occurs
- Virtually error-free data processing

Automatic

- No manual re-keying of data, archiving, indexing and distribution
- Staffing needs for problem resolution reduced
- Allows for 10-20% growth per semester without additional personnel

Delivery Excellence

- Speeds delivery by 3X
- Transmission accuracy validated
- High student satisfaction

Time And Cost Savings

- Projected cost savings of at least 70% / 2 years

Submission Validation Fields

Please Completely Shade (■) the Number of Pages Faxed in:

10	20	30	40	50	60	70	80	90
1	2	3	4	5	6	7	8	9

This Cover Page + Homework Pages = Correct Number

Unique Identifier

100000004081

SmartForms are the only solution that automatically assigns a Unique Identifier. This data is defined by the customer as part of the form-building process to:

- Indicate key information about the form and sender
- Specify routing information
- Pre-fill the form for processing as shown below
- Ensure processing **accuracy**:
 - located in 2 spots on the form
 - includes a check sum
 - if accuracy cannot be confirmed, it is sent to an exception operator for handling

Submission validation reads page count to ensure that pages submitted equals pages received.

This information triggers receipts or error messages. Error messages sent to the sender include a copy of the faxed image. Additional customization is available, including adding additional validation fields.

Pre-Filled

- All or part of the data associated with the Unique Identifier can be used to pre-fill a form for processing in the work flow
- Data that is pre-filled benefits both the receiver (viewing information) and sender (no need to complete the form manually)

100000004081 DEN Homework FAX Incoming Homework To:

Student Name _____ Student ID# _____
Email _____ Course Number _____
Company _____ Day Phone _____

Please Completely Shade (■) the Number of Pages Faxed in:
10 20 30 40 50 60 70 80 90
1 2 3 4 5 6 7 8 9
This Cover Page + Homework Pages = Correct Number

Note: Assignments should be written using BLACK ink or DARK pencil. (Nothing else faxes clearly.) A way to test how well an assignment will fax is to photocopy it. If it doesn't photocopy well, it will not fax well. Make sure the course number and your name appears on each page of the assignment.

Assignment Title:
Special Instructions:

100000004081

Student Name Jane Doe 123456
Student ID# 123456
Email jdoe@xyzcompany Course Number _____
Company XYZ Company Day Phone (XXX) XXX-XXXX

Free Form

Assignment Title:
Special Instructions:

This area, designed for the person receiving the fax, can include any type of assignment or comment information.

- Completely customizable
- Information is not processed by Reportée but can be extracted for transcription or coding.

Requirements:

Windows 2000 or 2003 Operating System, or Fax Server with Windows Environment