1SCAN

OVERVIEW

1SCAN is a Windows based software application that manages document scanners for 1MAGE installations. 1SCAN's administration options let users easily select a capture path, transfer method, scanning mode, and pre-indexing routine for their scanned images. Images may be magnified, enhanced, rotated, collected into batches, and appended with user notes.

1SCAN lets users capture images on either the PC's internal drive, an external network or remotely mounted drive and then transfer them to an indexing location on the image server. This flexible combination of capture and transfer options supports scanning from remote locations, as well.

1SCAN offers two scanning modes:
- Single scan for image-by-image quality assurance inspection
- Continuous scan for high speed and nearly unattended scanning throughput

1SCAN also offers two pre-indexing routines which can assist with the document indexing process:
- Persistent document types and keys attaches the same type code and index keys to every image.
- By document-typing attaches unique type codes and index keys on an image-by-image basis.

If images are pre-indexed at a scan station and then transferred to the image server, they may be automatically indexed and archived with no further operator intervention when additional indexing information can be derived from the pre-indexed data. To further automate the indexing process, recognition technologies such as barcode, optical character, optical mark, or handprint may be implemented so that even a pre-indexing routine is not necessary.

FEATURES

- Flexible combinations of two capture methods, four transfer methods, two scanning modes, and two pre-indexing routines for image management
- Secure batches by scanner ID or user ID
- Supports simplex or duplex scanning, color or B&W
- Pre-indexes by specifying a document type and up to three index keys for each image
- Attaches text annotations (imprints) to images at scan time that couple dynamic system information such as batch code, date, and time with static user-supplied information such as operator name (scanner specific)
- Removes the black border on the edge of an image, yielding a much cleaner image for viewing, faxing, and printing
- Makes magnification modifications to the image which appears in the view window, and not to the stored image
- Optional rotation of the image appear in the viewing window; rotation can be stored if desired
- De-skews and de-speckles images

1SCAN configures supported scanners for:

- Paper size, source, and destination
- Scan mode
- Scanning dpi, contrast, and intensity
- Orientation and rectangle size
- Start time
- Error message delay
- Other parameters specific to each type of scanner

TECHNICALS

- Supports 10 to 200 ppm (page per minute) scanners
- Serial or USB connection
- Stores images in TIFF format with CCITT Group 4 compression
- Creates two records for each scanned document:
  - Image record (image.tif)
  - Companion data record (image.dat), which temporarily holds indexing and audit trail information until an image is indexed and archived

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