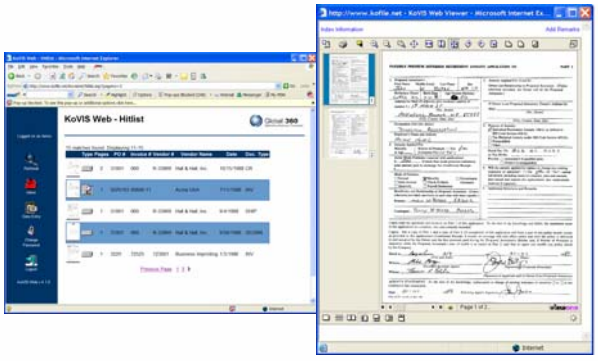
# *KoVIS*

## Information Management in a Flash

KoVIS is the information management solution for any size organization – from a single user to an entire enterprise. KoVIS replaces paper files and other information sources with desktop access to on-line digital images, allowing users to rapidly respond to customer needs. Documents can be retrieved, viewed on-line, and distributed in a variety of ways.

### Highlights

- **RAPID DEPLOYMENT** The imbedded point-and-click application generator allows the system to be set up without any programming. Tailor index and display fields to suit the needs of each application, and individual users. Ease of use and minimal training requirements allow users to be up and running faster and productive more quickly.
- **EASE OF USE** Windows® users will feel right at home. KoVIS was written with Microsoft® standards in mind. Users familiar with today's Windows environment will quickly master the capabilities of KoVIS, and administrators will find the management tools intuitive. Present to your users only those functions and choices needed to support their role within your organization. Individual users can even tailor their screens to match their individual styles of work - including viewing options.
- **SCALABILITY** Systems can range from a single workstation to a large multi-department solution. The modular design allows you to install only the features your organization needs, and add capabilities in the future.
- **LEVERAGING YOUR EXISTING TECHNOLOGY** Your current LAN environment will typically satisfy most KoVIS hardware and software requirements. Its open design and architecture uses the power of the Microsoft Windows® Server platform and supports the most popular database packages, including native connections to Microsoft SQL Server®, and Oracle™.
- **WEB ACCESS** Internal or public users accessing KoVIS via a browser can index, retrieve, update, view and route documents, leveraging the same security profiles as thick clients.




Global 360
Optimizing Business Processes

- **DOCUMENT SUPPORT** Stores all documents related to your business: scanned or filmed, black/white or colored, faxes, photos, videos, PC files, and computer output (COLD).
- **INTEGRATION** KoVIS offers Web Service, COM, and OLE interfaces to enable integration directly with a compatible business or workflow application.
- **ROUTING/DISTRIBUTION** Any user can send documents via KoVIS mailboxes or via interfaces to Microsoft Exchange® or other MAPI-compliant mail systems. Dynamically created collections of documents, called folders, can also be written to portable media for sharing or distribution.
- **WORKFLOW** Global 360's Keyflow software can be implemented with KoVIS to provide the additional benefits of business process automation.
- **PLATFORM PROTECTION** KoVIS customers can have confidence that their investment in data and images is protected as business needs change. KoVIS repositories can be leveraged into other Global 360 products, and our revolutionary license exchange program allows clients to transition between Global 360 products and platforms.
- **SECURITY** KoVIS provides the capability to control access to the system's functions, and extensive application, document and field level security. The Storage Server feature provides an additional level of protection for sensitive documents.
- **STORAGE CHOICE** Select the type or combination of storage solutions that best meets your business and legal requirements. KoVIS supports all major storage systems, SAN/NAS and EMC® Centera™. KoVIS also supports off-line media including microfilm, paper, and portable digital media.
- **DOCUMENT CAPTURE FLEXIBILITY** KoVIS has a batch scanning sub-system for high-volume scanning and an on-line scanning capability for low-volume or distributed scanning. KoVIS is also compatible with most 3rd party capture systems.
- **DATA ENTRY PRODUCTIVITY** The data entry interface is designed for a production workload and has the ability to receive OCR, ICR, or barcode indexing information. These interfaces combined with the KoVIS ODBC database tool for merging existing customer data, can minimize or eliminate manual document indexing. In addition, KoVIS Color Innovation enables OCR zones to be created with color highlighting for unstructured data capture.
- **COLD SUPPORT** Computer output from business applications can be captured directly to the KoVIS repository. An intuitive application provides mapping of index information for automated data entry into the KoVIS database. Digital forms can be overlaid on data to re-create formatted documents sent to customers and to save space in the repository.

- **RECORDS MANAGEMENT** Built-in support for document expiration date profiles facilitates compliance with company record retention policies.
- **MICROGRAPHIC SUPPORT** KoVIS provides support for micrographic capture, retrieval, digitization, and film-writing devices.

## About Global 360

Global 360, Inc. is a leading provider of Business Process Management and Analysis Solutions for Global 2000 organizations. With more than two decades of experience, Global 360 provides organizations with a competitive edge by automating, measuring, and improving resource-intensive business processes across different communities, including customers, employees and partners. Global 360 provides organizations with the insight to make informed business decisions and the flexibility to quickly adapt to changing market needs through real-time metrics that ensure business objectives and customer commitments are managed effectively. Building on our strength in financial services, government and insurance, Global 360 empowers sites for more than 5,000 customers in 134 countries. Global 360 Inc. is headquartered in Texas with operations in North America, Europe, and the Pacific Rim. For more information about Global 360's BPM solutions, please call 1-214-520-1660 or visit the company web site at **www.global360.com**

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