

Using EZContentManager with EZeDocs/400 and EZPayManager/400

EZeDocs/400 and EZPayManager/400 help you eliminate the need for pre-printed forms and checks. Now, when you combine either or both of these iSeries solutions with EZContentManager, you can easily create, store, manage, retrieve and distribute your documents and checks via the Web! Additionally, all of your documents can be automatically indexed for easy search and retrieval at any time!

Here's How it Works:

- 1 First, create your document or check template using EZDesigner/400. Simply draw your form or check template in our easy-to-use GUI design tool, map your spool file and/or data file to the template, and upload to the iSeries using our Java-based, bi-directional File Transfer Utility.
- 2 Next, using EZeDocs/400 and/or EZPayManager/400, add a simple indexing command to your form or check (soon to be released) and add the form or check to a simple and transparent merge process. The ECM command allows you to create indexed fields from your spool file fields, as well as rename the text-searchable PDF that is created, and place it on the IFS, all in one process. All of your documents can be automatically indexed -- no need for creating templates or manually indexing documents.
- 3 Using ACOM's Import Utility, monitor the IFS for documents that have been created during the merge process, and automatically import them along with the indexed fields into EZContentManager. No need to manually transfer the documents from the iSeries to the repository.
- 4 Once the documents and checks have been successfully imported into EZContentManager, users can access the solution via any web-browser, from any PC, anywhere in the world!

Benefits of using EZContentManager with EZeDocs/400 and EZPayManager/400:

Create a document or check template that is customizable. When components need to be updated (i.e., signatures, addresses, phone numbers, etc.), changes can be made "on-the-fly."

- Store the documents and checks on the iSeries with added security (Selected Access Security Module).
- Merge process can be set-up to be transparent and seamless to the end user.
- Upload the documents into EZContentManager with no user intervention, in batch.
- Automatically import index fields of documents for easy search and retrieval.
- Documents are stored in their native formats (forms and checks from EZeDocs/400 and EZPayManager/400 are stored as text-searchable PDF's.). Store documents from your enterprise network in EZContentManager as well.
- No additional software viewers needed to open/view documents; they open in their native applications, as long as that application resides on the user's PC.
- Retrieve documents through full-text search features, as well as searching by indexed values.
- Distribute documents via existing email and fax servers on your enterprise network. No need to purchase any proprietary email or fax solution to use with EZContentManager.
- Route documents for approval using the Workflow solution inherent in EZContentManager.
- Limit access to sensitive data via folders and domains.
- Additional access to EZContentManager available via WebDav protocols, allowing you to map as a network drive for easy access to your files, maintaining all security settings of folders within the solution.
- No need to store the documents on the IFS after initial creation; all documents are stored in one central repository for easy management and retrieval.
- No need to update individual client PC's with new upgrades to EZContentManager; it's all web-based.
- The easy-to-use and intuitive UI makes the transition to a web interface easy for users!