

SurePower Innovation™ Document Management

automates control over the masses of paper received and generated by insurance organizations. The system contains two major areas of functionality, a comprehensive batch printing and output generation module as well as an indexing and archiving module.

At the heart of indexing and archiving is Innovation's MultiMedia Indexing System (**MMIS**). MMIS is a complete multimedia storage and tracking system. MMIS is different than just a document imaging solution in that it stores and indexes files of any type - documents, faxes, TIFF images, audio files, digital pictures, etc. This means MMIS can store, retrieve, display and annotate your policy files or claims files including inspection photos, audio and video clips, word processing documents and electronic spreadsheets.

MMIS includes a graphical user interface that allows easy TIFF editing and scanning. It offers an easy to use application for batch scanning and indexing. All TWAIN scanner sources are supported. It offers full document editing including OCR, de-skew, de-speckle and blank page detection either online or through batch scanning.

The real power behind MMIS is that it is tightly integrated into our suite of insurance processing systems. Our Underwriting, Billing and Claims systems can interface to the indexing system, offering users quick and easy access to images, documents, and other media files.

MMIS has the flexibility to operate in several modes, all the way from the mailroom with electronic routing to the required individual or even to a back office electronic file room. MMIS has on demand attachment capability that can be requested by the user of the system or by the system itself based on company defined rules. MMIS can recognize criteria requiring an attached form and automatically request it before work proceeds ensuring files are always complete and accurate.

SurePower Innovation™ Document Management has a second major capability providing the company complete output control functionality. This functionality produces all documents including policies, forms, endorsements, notices, letters and any other form of correspondence and handles the distribution in printed or electronic form. The system generates all output in PDF format and can process the output in hard-copy printed form through a very flexible batch printing module that ensures accuracy and maximized postal discounts. For timelier and less expensive delivery, any output can be routed through electronic delivery where a link is sent electronically to the destination address and a secure connection is made back to the server to actually transfer the document to the intended reader.

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ensures paper and correspondence keeps flowing either inbound or outbound and remains easily retrievable, reproducible and accessible.

Features include:

- ✓ Document Imaging & Indexing
- ✓ Video and Audio indexing
- ✓ User defined indexes
- ✓ Digital Photographs
- ✓ OCR capability
- ✓ Blank Page Detection
- ✓ De-speckle / De-skew
- ✓ Batch or online scan
- ✓ Zoom-in / Zoom-out
- ✓ Comprehensive and flexible output sorting
- ✓ Proof of mailing
- ✓ Maximum postage discounts

ISCS, Inc.

100 Great Oaks Blvd.
Suite 100
San Jose, CA 95119-1456
Tel: (888) 901-ISCS
Fax: (888) 828-ISCS
Email: info@iscs.com
<http://www.iscs.com>