

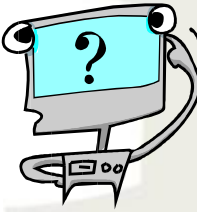


▶ TRUSTED EDGE  
EMAIL ARCHIVE FOR  
LASERFISCHE.....1

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*premier*

# Document Management *system*



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OCR Speed and  
Accuracy



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## Trusted Edge Email Archive for Laserfiche

In today's workplace most people, and virtually all office workers, use a computer. And of these computers, the majority are a laptop or notebook. This creates a need to organize and protect files which reside on remote computers that sit on the "edge" of corporate networks. Many of these laptops and notebooks are not constantly attached to the network, and so present serious and unique challenges.

FileTek's Trusted Edge product has been specifically created to meet the needs of these computers on the "edge" of the network. With Trusted Edge, users can easily satisfy document archive, e-mail archive, and legal hold requirements. And the user-friendly characteristics of Trusted Edge usually cause a greater adoption and use of other data classification tools.

Trusted Edge works with Laserfiche, Sharepoint, Enterprise Vault and other data management products. It is competitively priced and easy to install. It is in use on hundreds of thousands of PCs and is available worldwide.

For more information please visit our web-site at: [www.STGP.com](http://www.STGP.com) or contact us by phone at: (256) 532-1991 ext. 201

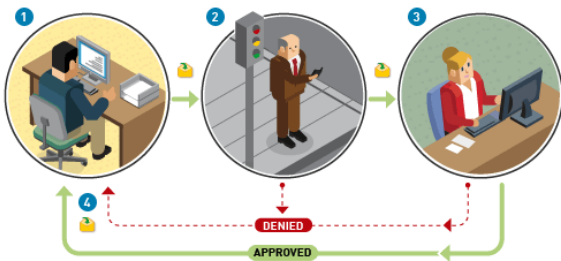
## Looking for a Reason to Upgrade to Avante? Look No Further!

According to the Laserfiche News Portal, many clients didn't have the time to take advantage of last quarter's Avante upgrade promotion before it ended. Whether or not it had to do with your budget cycle, there is still a chance that you can take Advantage of Avante's expanded functionality and bring the benefits of workflow and business process management to your organization.

You can simplify complex tasks, promote better decision making and keep information flowing around your organization. The 2009 Run Smarter winner RMS, used Workflow business process management to cut order processing time from 8-10 weeks down to just 72 hours!

IS Coordinator Michael Eklund stated that, "Laserfiche is the heartbeat of our company." "Thanks to Workflow, information now has a clear and consistent path around the factory floor. It never gets lost and it's easy to track exactly what's going on at any given time."

### Simple Workflow: Requesting Vacation Time



- **Employee**—submits a request using the Laserfiche Client.
- **Manager**—is notified for initial review via an automatic e-mail notification.
- **Human Resources**—gets an automatic e-mail notification. The request is given final approval if the employee has vacation time available.
- **Employee**—is automatically notified if the request was approved or denied



## Tech Tip: OCR Speed and Accuracy

When performing OCR (Optical Character Recognition) in the Laserfiche product suite, you can choose from several settings for speed or accuracy. This allows you to select the option that best suits the documents you are working with.

In the Laserfiche 8 product suite, the OCR Optimization options are as follows:

- **SPEED:** Reduces the amount of time it takes to perform OCR. Generated text may be less accurate.
- **BALANCE/STANDARD (Recommended):** Neither optimum speed nor optimum accuracy, but a balance between the two.
- **ACCURACY:** Helps perform OCR on images that have low accuracy with the other settings. Processing time will also be increased.

(The clearer the text on your documents, the more accurate the OCR is likely to be. Therefore, you may be able to use a faster OCR setting for documents with a high image quality and still get accurate results.)

**NOTE:** The version of the OmniPage OCR engine has changed for all Laserfiche products released after Client 8.1. The Balance/Standard option in the current version of the engine is equivalent to the Accuracy setting in products released from 7.2.1 to 8.0x. Therefore, if you were having good results with OCR set to Accuracy in those versions, you may want to set it to Balance in Laserfiche 8.1.

To change the OCR Optimization setting the Laserfiche 8.1 Client:

1. From the Tools menu, select Options and OCR.
2. For Optimization priority, select Accuracy, Balance, or Speed.
3. You can also access this setting by selecting Options from the Generate Searchable Text dialog box.