

## ALTO FORMS MANAGEMENT

*Many industries such as healthcare, education and government rely heavily on the use of standard forms. Producing and maintaining traditional, pre-printed forms presents a challenge often resulting in increased expenses, waste, and even exposure to liability.*

*UltraWare is a proven solution that reduces printing costs and administrative overhead. Each department can securely access and print the forms they use through a simple web based interface providing control over the number of forms printed at point of need, reducing inventory costs and decreasing the risk of outdated forms being used. Online ordering can be used to request a larger number of the forms from the central reprographics department (CRD). UltraWare provides the best of both worlds: personnel are never without the proper form and cost efficiencies and the cost-savings of centralized print on demand are achieved.*

*In medical centers, UltraWare streamlines the admissions process by merging patient information from systems such as Meditech onto admissions packages including patient wrist bands, IV labels and other standard forms used to record details of diagnostic and clinical procedures performed on newly admitted patients. The admissions staff is able to produce required forms quickly and accurately on a local printer or digital copier in the admissions area.*

*UltraWare encompasses all aspects of forms maintenance including form acquisition (scanning or forms conversion); forms retrieval based on content or keyword data, and sophisticated on-demand printing. UltraWare easily integrates into the existing network infrastructure. User-level access control guarantees that users access forms and operations they require in the course of completing their job requirements.*

### BENEFITS

- Single point control for quality and content of forms
- Reduces or eliminates printed form obsolescence
- On-demand access to forms via the internal network or Internet
- Controlled local printing of approved forms and easy Web submission to print centers for on-line ordering of pre-printed forms
- Form sets can be printed with one command along with automated "form fill" using relevant data from existing database systems

### EASY IMPLEMENTATION

- Integrates with existing systems and business applications leveraging the value of documents and content already in use
- Rapid deployment maximizes return on investment
- Minimal training requirements keep implementation costs low

### SCALABLE AND SECURE

- User-level security controls access to sensitive data and operations
- Built on the Microsoft Back Office Servers allowing for scalability to an organization of any size
- Relational database architecture based on the Microsoft SQL Server platform providing ODBC compliant data access

**SPECIFICATIONS**

## SCANNER SUPPORT

- TWAIN compliant capture device

## PRINT AND FAX SUPPORT

- Local Printer
- Network Print Server
- Network Fax Server

## E-MAIL SUPPORT

- MAPI compliant e-mail client

## DATABASE SUPPORT

- Microsoft SQL Server 2005 or higher

## STORAGE SUPPORT

- Network File Server (optical, RAID, SAN, NAS)
- Local or shared network drive
- Optical, DVD-RW, CD-RW

## OPERATING SYSTEM SUPPORT

- Microsoft Windows 2000, 2003 or 2008 Server
- Microsoft Windows XP Pro, Vista, or Windows 7

**ULTRAWARE™ — THE POWER BEHIND THE PROCESS**

The **UltraWare™** suite consists of the following core modules:



**ARRANGER** provides high speed, high volume, image capture, manipulation and sophisticated make-ready functionality



**ULTRAPRINT** manages high volume printing using a familiar explorer-like interface for easy assembly and output of even the most complex print job



**ULTRADOC** efficiently manages content of all types and integrates with all UltraWare applications. The included **ULTRAWEB** provides use and management of content via the enterprise intranet or the Internet