Reference Archive Capture Subsystem Workflow

1 Digital files distributed across multiple departments and physical sources, including online servers, scanners, jukeboxes, and offline storage media can be sent to the Reference Archive. Export management software embedded in enterprise applications selects and groups records into logical lists and/or batch subdirectories for export. Additionally, Doc IDs may be included to facilitate additional database updates.

2 i9600 Writer Application Software accepts incoming files, performing any necessary format conversions automatically before passing input to the i9600 Series Writer.

3 The Writer renders analog copies of the records and generates an ASCII text file index containing related Doc IDs and the newly created analog media addresses. Low-cost media duplicates can be generated during rendering or post-process.

4 Standardized media provides compact, secure on- or off-site storage in a human-readable format. Records are easily redigitized and served back to the enterprise on demand.

5 The ASCII text file index may be used to populate a standalone Reference Archive System database and/or merged back into the enterprise database. Either database may be searched using familiar enterprise application screens to perform subsequent retrievals.

Subnet 1

Subnet 2

Subnet n

Reference Archive

E\:.....tif
F\:.....jpeg
C\:.....pdf
D\:.....doc

Reference Archive item list

i9600 Series Writer

Reference Archive Repository

Doc ID
Doc ID
Image Address
Doc ID
Image Address

Enterprise Database

Doc ID
Image Address
Doc ID
Image Address

Reference Archive System Database