

# INFINIWORKS

A revolutionary workflow engine for document capture, classification & processing.



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Capable of creating and managing nearly any document capture and processing workflow, Infiniworx® is the next generation in workflow technology.

**Infiniworx** gives you the freedom and flexibility to incorporate document capture and processing into an automated workflow that matches your company's existing business processes. Setting the standard for the creation of a new category of enterprise content management called Capture Workflow, Infiniworx brings a new level of user-friendly design to the document capture marketplace.

## Infiniworx Benefits

Brings dynamic workflow processing to the document and data capture market

Adapts to your existing business processes; Infiniworx does not require you to change the way you do business

Reduces document prep time and associated labor costs by eliminating most pre-sorting and manual data entry

Prevents bottlenecks before they occur with robust monitoring and management reports

Easy to use with simple drag-and-drop tools and quick-select menus

Improves productivity by reducing manual processing errors

Fully integrates with other AnyDoc software including AnyDoc® CAPTUREit and OCR for AnyDoc®

## With Infiniworx, you'll be able to:

- » **Create a Customized Document Processing Workflow:** Define and run your company's entire document processing workflow ... without starting and stopping multiple processes to get results. With the robust set of drag-and-drop tools located within Infiniworx, you can create a customized workflow process. Infiniworx' tools are designed to facilitate the capture, optimization, extraction, classification and flow of document images and data. Each tool can be customized with flexible parameters that are easy to define using drop-down list menus.
- » **Eliminate Manually Pre-Sorting Documents:** With AnyDoc®CLASSIFY, powered by Infiniworx, you can automatically identify your document images by their document types with custom user-defined keywords and/or document tags. Documents can be scanned right out of the envelope or in the order in which they enter the workflow – no manual pre-sorting or separating is required.
- » **Perform Automatic Lookups From Your Existing Databases:** Infiniworx can use your existing databases to compare and confirm data, such as ensuring an invoice total matches the total price on the corresponding purchase order. Infiniworx can also use table lookups to auto-populate data fields; for example, vendor information on an invoice referencing a valid purchase order can be automatically retrieved, reducing the number of fields to be manually validated or entered manually.
- » **Automatically Process Checks and Coupons:** Infiniworx allows you to process your incoming checks and donation or payment coupons, thereby reducing the amount of data entry required per document. Check amounts can be verified with both courtesy and legal amount recognition (CARLAR) and MICR data can be automatically captured. For added efficiency, a virtual check endorsement can be applied directly to your checks for Check 21 submission.
- » **Work In A Global Environment With Multi-Lingual Document Capability:** Infiniworx is a single solution that can provide multi-lingual support for the documents in your workflow. Not only does it recognize and process your English language documents, but it also gives you the flexibility to process documents in Spanish, French and German.

## Creating an Infiniworx workflow is simple:

1. Drag-and-drop the desired tools from the toolbox,
2. Define a few parameters from quick-select menus,
3. Link the tools together in order according to existing business processes,
4. Click to start the job.

As the program passes data from one tool to the next, some tools seek defined values within the images. When the value exists, that image is routed in one direction; when it does not, the image is routed elsewhere. The end result is the organized processing of your documents based upon the tools you select, and the parameters, values and export directories you define.

### START WITH IMPORTING

- » **Import Images:** Import document images from multiple sources and formats, including PDFs, TIFFs and AnyDoc®CAPTUREit – AnyDoc’s local and remote scanning solution.

### USE TOOLS TO IDENTIFY THE DOCUMENT

- » **Identify By Document Attributes:** Documents can be sorted by user-defined parameters such as document size and routed along unique workflows based on matching the pre-set parameters.
- » **Search By Keyword:** Search document images for keywords to assist in identifying the document type such as “Invoice” or “Purchase Order”.
- » **Image Classification:** Compare the document image to a library of previously identified images. The software will match it for further processing and routing. If an existing match is not found for a document image, an e-mail notification will be sent to an operator who can identify the exception and add it to the pre-defined library of documents for future automatic identification.

### TOOLS TO ORGANIZE A SET OF DOCUMENTS

- » **Re-organize Pages:** Automatically re-organize the order of document images based on recognition of a new document type.
- » **Create Document Sets:** Related documents such as a remittance coupon and a check can be grouped together in a document set based on common data such as payee name.

### EXPORT TO THE DESTINATION

- » **Image Export:** Images, text and XML can be exported to your pre-defined network directories or to other document or content management systems.
- » **OCR for AnyDoc®:** Images, full-page OCR data and identified data can be exported to OCR for AnyDoc to provide verification, apply business rules and create output files. Any task already performed such as form removal will not be duplicated due to the built-in interface, speeding processing time.

## Infiniworx includes these tools and much more:

### Import Tools



Import from  
CAPTUREit



Import from  
OCR for ...



Import PDFs

### Image Tools



Check Locator



Convert  
Images



Crop Image

### Recognition Tools



Nuance OCR  
Engine



Océ OCR  
Engine

### Decision Tools



Validate Rules



Keyword  
Search



True/False  
Decision

### Data Collection Tools



Add System  
Data



AnyApp Tech  
Search



Calculate  
Value

### User Interface Tools



Manually Crop  
Check



Verify Text  
Data



View Image

### Export Tools



Export Files



Export to  
EXCHANGEit



Export to OCR  
for AnyDoc

### Miscellaneous Tools



Classify  
Images



Create Text  
Data



E-mail  
Notification

## Infiniworx Solutions

**Check and Coupon Processing:** Processing remittance or donation coupons along with their accompanying payment checks is now simplified with Infiniworx. Scan and import checks, coupons, pledge cards and even envelopes. Documents are automatically separated and sorted based upon their unique attributes, such as size, format and content. For example, a check can be identified by its unique size and then routed along the appropriate workflow path for further processing; such as being virtually endorsed in preparation for Check 21 submission.

**Document Classification:** Classify documents by user-defined parameters including size, keywords or custom phrases to automatically sort and route them to wherever you need them to go. Related documents can be grouped into a document set based on common data. Files can then be exported to pre-defined directories or to OCR for AnyDoc for data capture and verification.

**Mortgage Loan Processing:** Mortgage loans create some of the most paper-intensive processes in the business world. Infiniworx allows you to identify the dozens of different types of documents within a loan file and batch related documents together electronically.

Organized documents can be routed to a common location for expedited review and processing.

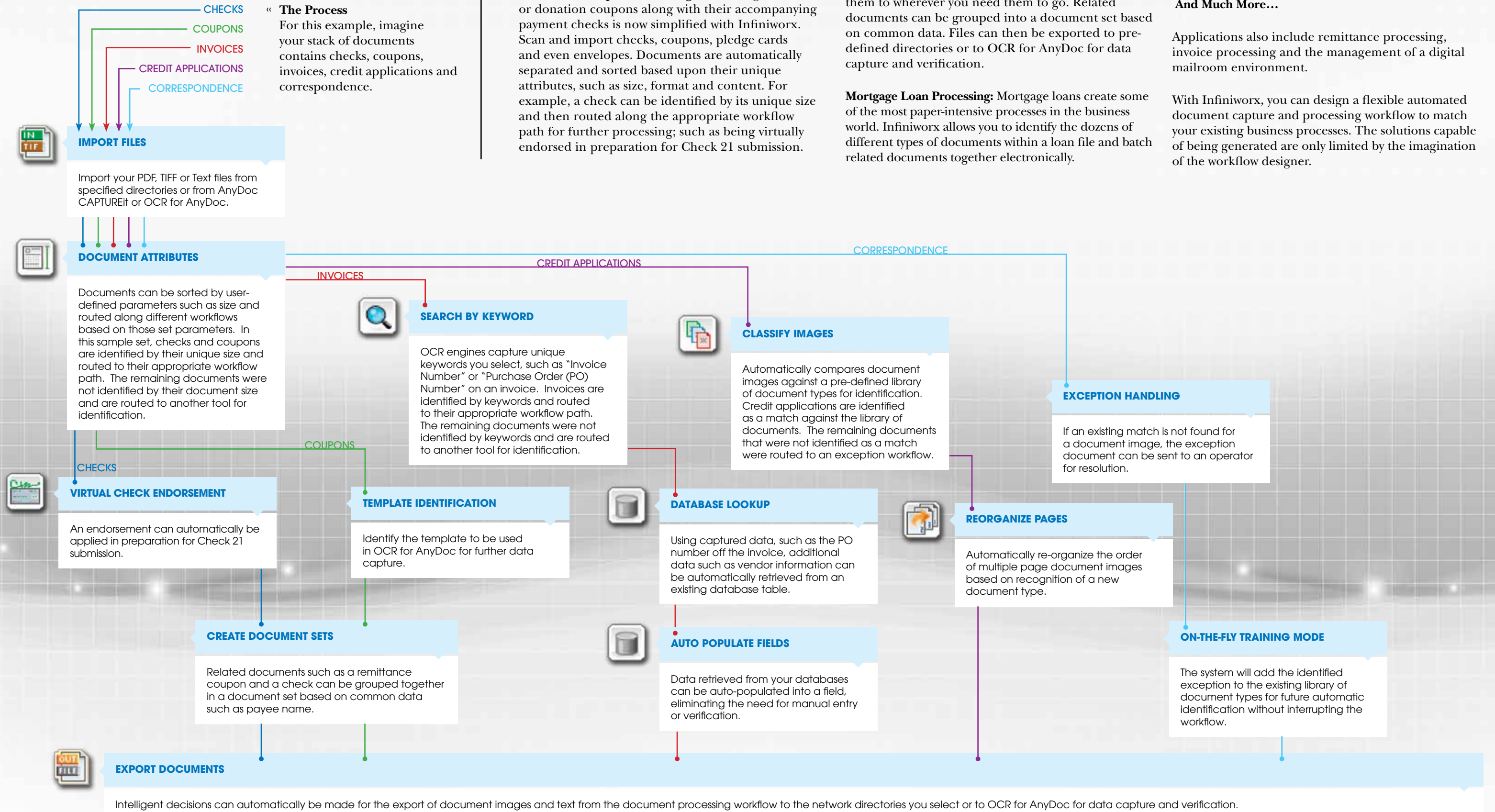
### And Much More...

Applications also include remittance processing, invoice processing and the management of a digital mailroom environment.

With Infiniworx, you can design a flexible automated document capture and processing workflow to match your existing business processes. The solutions capable of being generated are only limited by the imagination of the workflow designer.

### The Process

For this example, imagine your stack of documents contains checks, coupons, invoices, credit applications and correspondence.



# AnyDoc® Software Products and Solutions

AnyDoc Software has been developing award-winning document, data capture, and classification solutions since 1989. Thousands of companies worldwide rely on AnyDoc solutions to eliminate millions of hours of manual data entry while improving productivity and accuracy. Our products and solutions all operate from the ease-of-use, stability, and enhanced functionality obtained from years of experience and innovation.

## Products

**OCR for AnyDoc®** : Automatically capture data from nearly any business document. Eliminate the costs and errors associated with manual data entry.

**Infiniworx®** : Simplify and automate how your company processes documents with this innovative drag-and-drop workflow development platform.

**AnyDoc®CAPTUREit™** : Scan documents from anywhere in the world, perform quality assure, and send images over the Internet to a central location for processing.

**AnyDoc®DESIGNit™** : Easily design your own professional forms for printing or to use as a template in OCR for AnyDoc processing with easy-to-use click and select toolbar features.

**AnyDoc®EXCHANGEit™** : Convert extracted data to a variety of file formats for use among multiple applications. EDI, XML, ASCII, and others are available, as are APIs to leading document management solutions.

**AnyDoc®MANAGEit™** : Optimize your AnyDoc processing with real-time monitoring of batch level status, station activity, pending work, and more.

**AnyDoc®VERIFYit™** : Perform data verification at a central location or off-site—allowing you to save valuable office space. Ensure data accuracy, no matter where your employees are located.

## Market Solutions

**AnyDoc®CLAIM™** : Automatically process HCFA, UB92 and dental healthcare claim forms.

**AnyDoc®CLASSIFY™** : Automatically sort, batch and route all your documents, quickly and easily.

**AnyDoc®EOB™** : Automatically capture, validate and balance EOB data from all your payees and increase productivity and decrease processing time while lowering costs.

**AnyDoc®INVOICE™** : Automatically process invoices to lower manual data entry costs and turn incoming invoices around in hours instead of days.

**AnyDoc®REMIT™** : Automatically capture remittances and the associated critical data for much quicker input into your financial or ERP systems.

**AnyDoc®Patient Records™** : Minimize human error by automatically identifying, sorting, indexing, and capturing information from patient records.

**AnyDoc®MORTGAGE™** : Get critical loan information into your mortgage processing system quickly and with even greater accuracy by minimizing manual data entry and pre-sorting.

**AnyDoc®NOTICE™** : Provides quick identification and data capture of insurance policy notices—speeding processing and increasing opportunities for revenue generation.



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## Customer Comments

"By switching to an automated system, we saw a 60% leap in productivity..."

"I never thought it would be this easy to automate the processing of our paper documents..."

"We've seen ROI even sooner than we projected..."

## Online Education

### Live online or pre-recorded presentations

Register for a live online webinar or view one of our free educational pre-recorded presentations. Take a closer look at AnyDoc's complete line of products and solutions.

Check out our case studies and see how you can save time and money at your own company.

[www.anydocsoftware.com](http://www.anydocsoftware.com)

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"There's a reason why we are called AnyDoc."