

ONBASE

BAR CODE GENERATOR

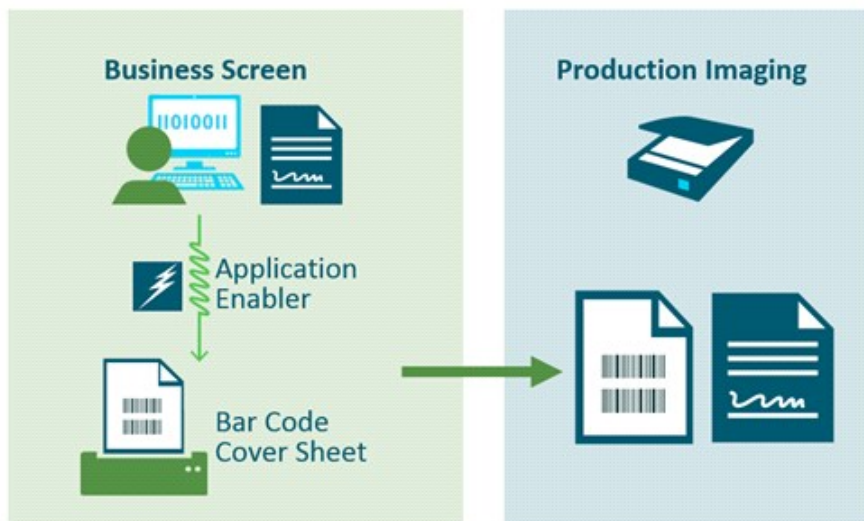
SUMMARY

The Bar Code Generator works in the background, creating bar code cover sheets that automate document indexing for scanned documents. The bar codes are uniquely formatted for automatic identification within OnBase Production Document Imaging, as document types or specific keyword types, without any additional configuration. Included with Application Enabler, the Bar Code Generator receives index data from enabled business application screens to eliminate duplicate data entry. It can also be used as a standalone application, where bar code values are entered manually. Documents are automatically classified and indexed when scanned into OnBase.

BENEFITS

- **Provides distributed indexing**, allowing knowledge workers to index documents before sending them for scanning.
- **Eliminates duplicate data entry**, by using data already available in a business application.
- **Greatly reduces bar code process set-up time** by eliminating the need for individual field configuration.
- **Included with every purchase of Application Enabler**

DESIGN



The Bar Code Generator utilizes Application Enabler to automatically print bar code cover sheets from a configured business application. These self-configuring bar codes do not require the traditional bar code field configuration; each is prefixed with the necessary OnBase keyword and document type information. Though included with Application Enabler, the Bar Code Generator can also be used as a separate application utilizing manual entry of keyword values to create bar coded document coversheets.

APPLICATIONS

- **Used with Application Enabler** – The Bar Code Generator can run completely in the background. Users double-click or select a function key to print a coversheet from an enabled business application. The data from the business application is printed on the cover sheets and indexes the document during scanning.
- **Manual Entry** – Users enter document index values directly into the Bar Code Generator interface, and print the cover

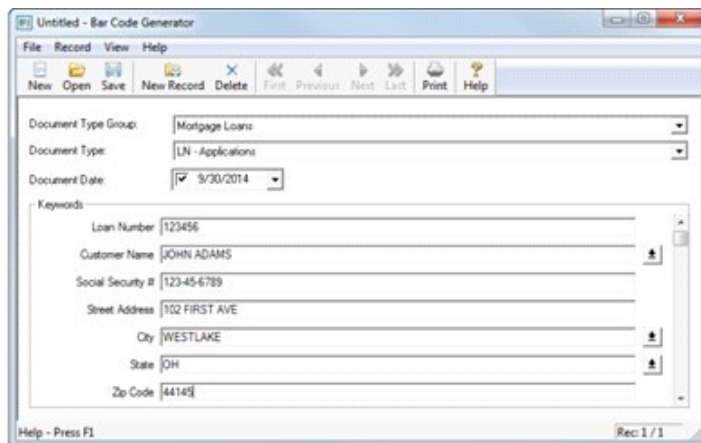
sheets. The cover sheets are matched to their business documents, and sent for scanning.

- **Administration** – Since the Bar Code Generator uses uniquely prefixed bar codes for automatic recognition, the administrator does not need to create separate bar code processes for each document type or when a document's indexes are changed.

KEY FEATURES

- **Works minimized in the background** to automatically print bar code cover sheets from business application screens enabled with Application Enabler.
- **Distributes the indexing process** by creating and printing bar code coversheets used to classify and index documents automatically when scanned into OnBase.
- **Creates uniquely formatted 3of9 bar code coversheets** that are automatically recognized as the appropriate classification or index value when scanned into OnBase. This greatly reduces time required for bar code process configuration.

INTERFACE

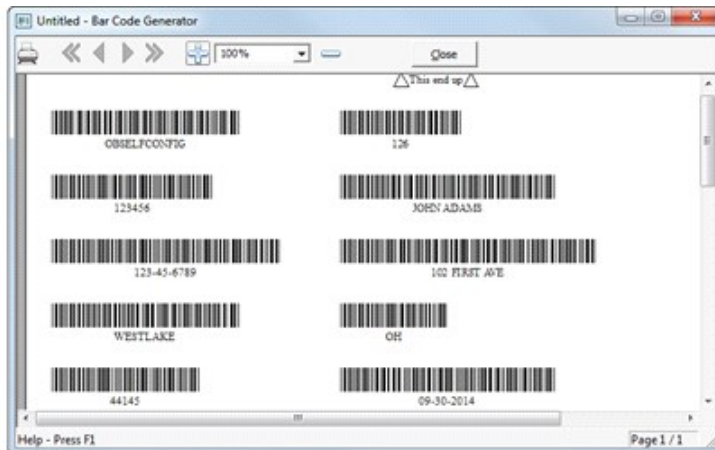


The screenshot shows the 'Untitled - Bar Code Generator' application window. The menu bar includes 'File', 'Record', 'View', and 'Help'. The toolbar contains icons for 'New', 'Open', 'Save', 'New Record', 'Delete', 'First', 'Previous', 'Next', 'Last', 'Print', and 'Help'. The main form area has the following fields:

- Document Type Group: Mortgage Loans
- Document Type: LN - Applications
- Document Date: 9/30/2014
- Keywords section with the following fields:
 - Loan Number: 123456
 - Customer Name: JOHN ADAMS
 - Social Security #: 123-45-6789
 - Street Address: 102 FIRST AVE
 - City: WESTLAKE
 - State: OH
 - Zip Code: 44145

The status bar at the bottom indicates 'Help - Press F1' and 'Rec: 1 / 1'.

Manual Keyword Entry



Bar Code Cover Sheet

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