

What is C-Cube?

C-Cube is the brand name for a full family of Electronic Document Management (EDM) and Workflow Software Solutions marketed by the Genus Group. The C-Cube family of software products has been written and developed by OITUK Ltd, a member of the Genus Group. This allows the Genus Group quick and easy access to the software developers for any customisation or specific direct development. It also allows for the C-Cube family of products to be sold at a very competitive pricing level.

The C-Cube family of solutions is based on a modular structure and open architecture. This provides a wide spectrum of capabilities including document imaging, COLD, workflow, document and records management and web portal delivery.

The C-Cube family consists of the following modules:-

C-Cube Capture

An entry level application to capture documents from a number of TWAIN compliant sources - comprising scanners, digital cameras, e-mail systems, desktop applications, etc.

C-Cube Lite

Incorporating the features of C-Cube Capture, the Lite package is a full Electronic Document Management system allowing you to scan, import, index, retrieve and store your electronic documents. Supported files include Graphics Files, Word, Excel, PDF, etc. Package includes 10 free concurrent user licenses - all of which allow each user to index, administer and search.

C-Cube Bureau

Ideal for Service Bureaus with a number of clients. Scan your clients' files, index and then export to CD/DVD or an external media with a retrieval only version of C-Cube allowing clients access to index information and images. Full reporting included.

C-Cube Enterprise

This allows a client to expand their C-Cube Capture, Lite or Bureau application to a full Enterprise solution specifically designed and implemented to the client's needs. Includes Workflow, electronic forms, web portal, records management and integration to your existing systems.



C-Cube Lite

ELECTRONIC DOCUMENT MANAGEMENT SOFTWARE

- Supports any TWAIN Scanner
- Supports user-definable document profiles
- Scan in Colour, B&W, Greyscale
- Scan to TIFF, JPEG, BMP, PDF
- Supports multiple file objects: All Graphics Bitmaps, Word, Excel, PDF, etc.
- Upgradeable to Enterprise-Wide Solutions
- Open Architecture
- Direct import from service bureaux
- Supports multiple applications
- Multi-user and LAN/WAN compatible
- Off-the-Shelf document management system to capture, import, index, store and retrieve your documents.
- C-Cube Lite price includes 10 full concurrent user licenses allowing users to index, administer and search on all documents. No extra or complicated licenses need to be purchased to allow your document management system to operate fully from day one.
- No annual renewal fees, just an annual maintenance fee.
- Designed to be user installed and set up easily within one day.
- Optional software engineer installation available and day rates for customisation work.



C-Cube Lite + Scanner Package



NEW - one touch 30ppm Duplex, Colour, B/W Scanner. Scan straight to C-Cube Lite in one step.
 Combined package includes: C-Cube Lite EDM software, 5000 documents per day, scanner and one day engineer installation.

C-Cube Lite + Flatbed Scanner Package



NEW - one touch 30ppm Flatbed Duplex, Colour, B/W Scanner. Flatbed for fragile documents, books up to A3 and unusual sizes.
 Combined package includes: C-Cube Lite EDM software, 6500 documents per day, flatbed scanner and one day engineer installation.





C-Cube Lite

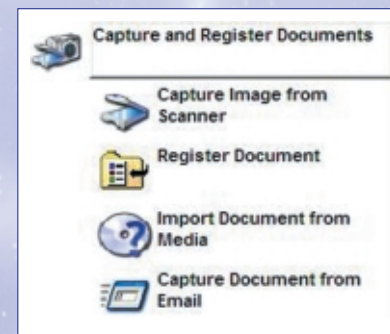
C-Cube Lite

The C-Cube Lite Application is an entry level Electronic Document Management (EDM) solution for scanning, batch management, indexing, retrieval and bulk importation of data. System features include, but are not limited to:

- Support for any TWAIN compliant Scanner or Digital Camera
- User definable document profiles
- Scanning in Colour, Greyscale and B&W
- Scan to multiple document formats (TIF, JPEG, PDF, BMP, PNG)
- Supports multiple file objects (Graphics Files, Word, Excel, PDF, etc.)
- Bulk importation of data from service bureaus

Capture

C-Cube Lite supports document capture from a number of sources: scanners, digital cameras, e-mail systems, desktop applications, etc.

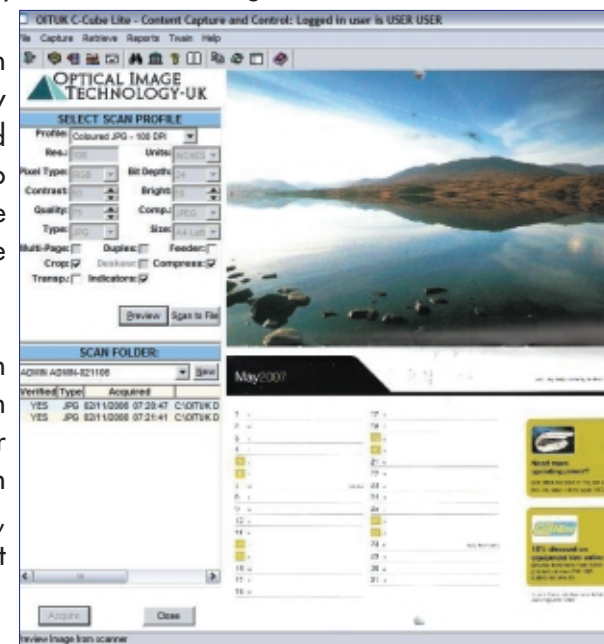
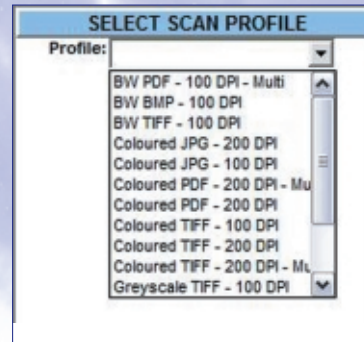
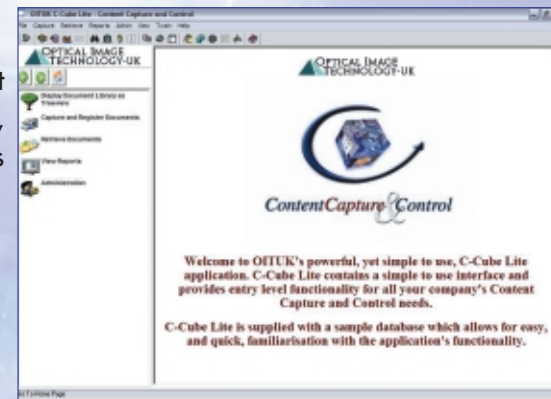


The system supports all TWAIN-compliant capture devices. A key feature of the software is support for user-definable scan profiles – these can be associated with any document types used within business processes, eg. supplier invoices, application forms, correspondence, etc.

An administrator can define a number of such profiles, so that during scanning, users simply select a profile for a given document type and C-

Cube Lite will prepare the scanner for that document type. This avoids users having to be trained on scanner parameters like resolution, simplex/duplex scanning, paper size, etc. Scan profiles support scanning in black-and-white, greyscale and colour, into a variety of formats including BMP, TIFF, JPEG, and PDF.

Once the required TWAIN Profile has been selected a user can either preview an image, or scan directly to file. In preview mode, C-Cube Lite will acquire an image from the scanner and display it in the image display area. This will allow users to inspect image quality prior to saving an image – users can save the image to a file outside the C-Cube Lite application or save directly into the C-Cube Lite system.



C-Cube Lite supports batch scanning – all scanned images can be saved into a scan folder for indexing at a later stage. Users can define any number of scan folders, holding documents for different applications or departments

Indexing

Once an image has been acquired it is possible to enter registration data values against the image. This index data is saved in the C-Cube Lite SQL database, against the image, allowing for fast retrieval from the database as well as grouping related images together.

The C-Cube Lite system supports indexing multiple images - users can select more than one image in the scan folder and apply the index data to all selected images.

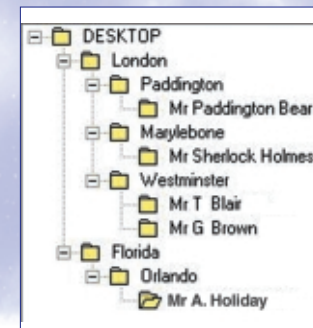
The C-Cube Lite system supports multiple indexing schema – administrators can setup a number of schema to support multiple applications within departments. Each schema can be defined to include drop-down lists and data validation rules, to ensure that users can accurately and rapidly enter the required index data associated with an image.

Registration Data Values	
Title:	Mr
First Name:	John
Initials:	
Last Name:	Smith
House Name/Number:	15
Street Name:	Anywhere Street
Town:	Some Town
City:	Big City
Post Code:	AB1 2DC
<input type="button" value="Register"/> <input type="button" value="Clear"/>	

Importing Documents

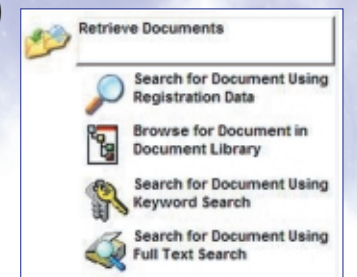
The C-Cube Lite system supports bulk importing from third-party applications including service bureaus. The system includes facilities for defining and setting up structures for import files holding data to be imported. Such import files can be generated by third-party applications and service bureaus, holding file path information for scanned images. The C-Cube Lite system will import documents defined within import files - as each image is imported the Registration Data Field panel displays the Registration Data Values being saved against each image.

Retrieving Documents



The C-Cube Lite system supports a number of options for searching and retrieving documents, e.g. searching by using the registration (index) data. A user can enter data into one or more search fields to retrieve all documents matching the search criteria. The system supports wild-card searching.

The system also includes a browse facility for locating documents via a hierarchical tree-view – the C-Cube Lite Document Library.



Scalable System

The C-Cube Lite system is based on an open, client-server architecture and uses an industry-standard SQL database. C-Cube Lite has been deliberately developed from the larger C-Cube Enterprise product. This has been done to create a smaller off-the-shelf version of a 10 year proven product. It means that C-Cube Lite can be easily upgradeable to the full C-Cube Enterprise product.

This scalable solution allows organisations to develop the EDM solution over time and within available budgets. The systems can be gradually expanded to meet growing requirements, document volumes, and users' requirements, including Workflow, Electronic Forms, and Systems Integration.

