



## halFILE 2.1 New Application Features

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So... What's with the trees?



- Print to halFILE
  - Send to halFILE
  - Personal Scanners
  - Remote Scanning
  - halCOLD
  - E-mail
  - Web-based Apps
  - Associated Docs
- halFILE**



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## General Enhancements

- Separate sizable windows to provide greater flexibility including dual-monitor support
- Improved on-line help files
- Help menu option to go to [halfile.com](http://halfile.com) where there is a growing database of technical support issues and resolutions



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## halFILE Manager

- Small footprint displays the halFILE menus and launches programs
- Enhanced menu removes Quick Copy and adds icons for **Administrator**, **Import**, **Key Verify**, **Basket Status** and **Exit**.
- Fewer menu selections to make it simpler for non-administrators



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## halFILE Administrator

- Administrative menus were removed from the main menu and placed in a more secure Administrator program
- User features provide even more security options
  - Control viewer menu options
  - Control ability to delete a document in search
  - Receive system messages



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## TWAIN Scan Module

What does TWAIN stand for?



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## TWAIN Scan Module

The word TWAIN is from Kipling's "The Ballad of East and West" - "...and never the **twain** shall meet...", reflecting the difficulty, at the time, of connecting scanners and personal computers.

It is not an acronym, although "Technology Without An Interesting Name" continues to haunt the standard. "

Source: [www.twain.org](http://www.twain.org)



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## TWAIN Scan Module

An image capture API for Microsoft Windows and Apple Macintosh operating systems. TWAIN is typically used as an interface between image processing software and a scanner or digital camera.



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*New!*

## TWAIN Scan Module

- Flavors:
  - halFILE Standard TWAIN module
  - halFILE Pro TWAIN module
- Requires a SCSI scanner with a TWAIN driver provided by the manufacturer
- Operation is basically the same as halFILE Kofax Scan Module
- Supports remote "FTP" scanning



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*New!* **halFILE Standard TWAIN Scan Module**

- Based on Standard Imaging Component that is delivered with Windows 95/98/NT/2000
- Supports all types of TWAIN scanners
- Free to customers with existing halFILE Scan Stations using ISIS
- Very inexpensive for new TWAIN scanners



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*New!* **halFILE Pro TWAIN Scan Module**

- Based on Imaging Professional Toolkit
- Supports all types of TWAIN scanners
- Add-on cost that includes many benefits
  - Crop
  - Deskew
  - Despeckle
  - Front panel scanner control
  - halFILE Pro Viewer



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*New!* **halFILE Viewer**

- Separate sizeable window
- Image oriented menus moved to the Viewer window
- Flavors:
  - Standard: Imaging for Windows-based
  - Pro: Imaging Professional for Windows-based
  - Kofax-based



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## halFILE Standard Viewer

### Features:

- Faster printing
- Annotations
- Color image support



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## halFILE Pro Viewer

### Features:

- Faster printing
- Annotations
- Color image support
- Image deskew, despeckle, crop at scan time
- Image invert at scan time
- Optical Character Recognition



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When do I use the halFILE Pro Viewer?

- TWAIN scan stations
- Where there is an OCR requirement



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## halFILE Kofax Viewer

### Features:

- Kofax viewer is still available
- Improved printing
- Color image support



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## Index Features

- With the halFILE Pro Viewer, seamless "real-time" Optical Character Recognition (OCR) is available.
- Smoother key-ahead popup of table codes with ENTER key support.
- Loads a single document from the basket instead of loading a list of all documents. This improves support for baskets with a large number of documents.
- Index "hook" can spawn a pre-configured e.halFILE Search.
- Index "hooks" at Load and when a document is saved



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*New!*

## Search Features

- Color-coded hit list to highlight important items
- Cross name search option
- New Hit List sorting features
- Faster report table generation
- Improved speed of Hit List descriptions
- Automatic View-References



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*New!*

## Auto Archive Features

- Keeps track of space used on a cartridge
- “Flips” the cartridge, automatically creating the next new cartridge
- Save database information for images on the cartridge
- Send notification e-mails and messages



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## Auto Archive

You can schedule the archive even when the “flip cartridge” feature is not enabled



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## Import Features

- Import now will automatically split multi-page TIFF images
- Select and import a mix of TIFF and JPEG images as one document



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## Print to halFILE Features

Standard Print to halFILE is now based around a new toolkit and creates images that are much truer to original document



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*New!*

## halFILE User Manager

*HFUserMan32.exe*

Shows users that are currently logged into halFILE



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Questions?



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