



## halFILE 2.1

### halCOLD/ERM

## **COLD – Computer Output to Laser Disk**

- Electronic report management system (ERM)
- Main-frame and mid-range computer generated reports captured prior to generating paper
- Automatically processed, indexed, stored and made available for retrieval on the network



## Uses / Examples

- Customer Service - billing
- Accounting – accounts receivable
- Banking – statements and reports
- Insurance – description of benefits
- Manufacturing – invoices
- W2's, 1099's



## Benefits

- Greatly reduce paper costs
- Reduced storage costs
- Reduced retrieval costs
- Reduction in personnel
- Increased productivity
- Speed of retrieval
- Simultaneous access to reports
- Accuracy of data input
- Data can be used for 3<sup>rd</sup> party report, data mining, and data warehousing software systems



## Benefits

- Cheaper and more efficient than microfiche
- Distribute reports easily to multiple locations and customers
- Improve customer service
- Make organization more competitive
- Improve integration with newer modern systems
- 325,000 pages per CD (\$15,000 of paper)



How are reports captured?



## Supported platforms / custom filters

- AS-400
- VAX
- MS-DOS / Windows
- Other filters added as needed



## halCOLD

- Text Split Utility
- Text Import Utility
- hal Text Viewer
- halFILE / e.halFILE search and retrieval
- Processing demonstration



## Text File Splitter

- Breaks a large report into logical small reports.
- Processes a series of reports with one click
- Can automatically start the Text Importer



## Text File Importer

- Extracts information in the report and posts it to halFILE fields
- Places the report file into a halFILE Basket
- Can run a series of Import Filters with one click



## halTextViewer COM Object

- Separate sizable Text Viewer window
- Can upgrade this COM Object without upgrading halFILE programs
- Can be delivered to stations using halFILE's delivery method



## Imaging and COLD

- Text documents and images can co-exist in same database
- Image overlay
- Turn reports into images
- Scan supporting documentation
- W-2 demonstration



The End

