

Case Study - Urbandale, Iowa Police Records Department



For most of us, documents of one sort or another are a necessary part of doing business. We are all accustomed to dealing with the normal letter and legal-sized documents. However, many organizations must also manage odd sized and shaped content such as checks, insurance and medical cards, photo ID cards, driver licenses and more. For tens of thousands of Laserfiche® content management system users there is now an easy and effective way to scan irregular items directly from the desktop thanks to the Pertech 6100 scanner and BOLT Bridge connector software. The combination hardware/software document management solution is an ideal way to enhance capturing and indexing of checks, payment forms, and photo I.D. cards into Laserfiche®-based systems serving the healthcare, government, insurance, banking, and financial industries. The result is improved efficiencies and reduced overhead costs.



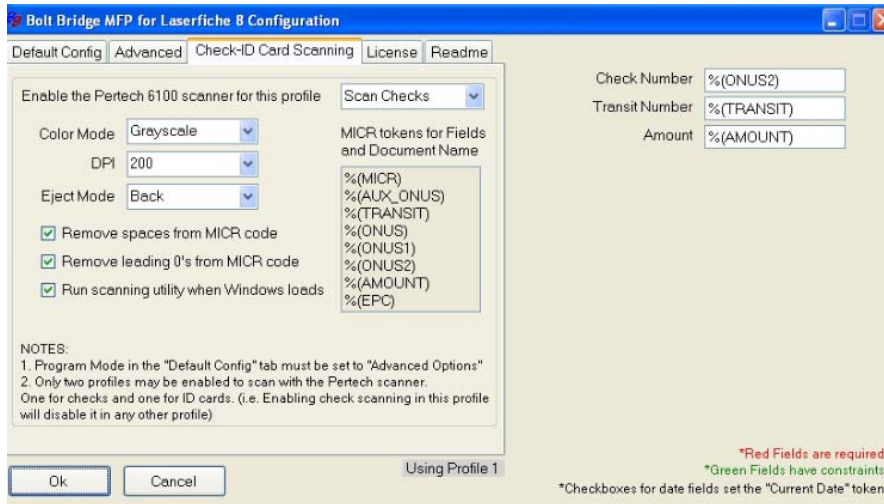
One organization that has made use of the Pertech-BOLT Bridge solution is the Urbandale Police Records Department. Urbandale, Iowa is a town of almost 40,000 people just to the west of Des Moines, Iowa. The Police Records Department has commenced a paperless initiative. Nancy Peters of the Urbandale Police Records Department has stated – *“Having utilized the ID/Check scanner in the records department for more than 6 months we have been very satisfied with its function and reliability. This scanner has helped greatly in our efforts to go paperless by eliminating the photocopying of IDs and checks as well as saving personnel time for processing these documents. The scanner unit has proven to be a very reliable piece of equipment and a great advantage to our everyday record processing.”*



Pertech scanners are compact USB devices designed specifically to make scanning checks, payment forms, and I.D. cards simple and practical. The scanners have dual contact image sensors for capturing both sides of a document in one pass and can read the E13B MICR code. The small footprint allows deployment in even the tightest environments.



The BOLT Bridge connector software allows Laserfiche® users to define and store up to nine document profiles created by using simple and intuitive templates. The profiles contain information such as document routing, naming, and indexing choices.



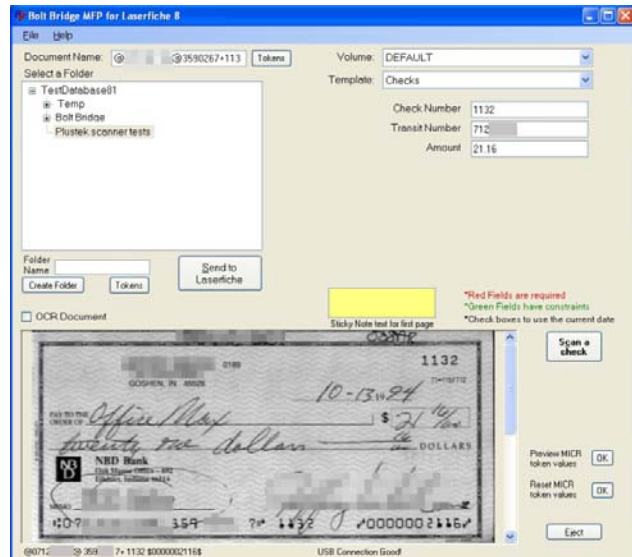
Stored profile information is used to simplify the scanning process to as little as one touch of a button or one click of a mouse.



The Pertech and BOLT Bridge solution was recommended and implemented by the police department's Laserfiche® reseller Paper Free Technology of Des Moines, Iowa.

The 6100 Pertech scanner option in BOLT Bridge allows users to assign one profile for check scanning and one for scanning I.D. cards. In check mode, BOLT Bridge will capture an image including both sides of a check and parse MICR code information including check number, routing information, etc. Tokens for MICR fields can be associated with index fields within Laserfiche® templates and the meta-data will be

passed to Laserfiche® along with the images. BOLT Bridge will also allow users to enter any additional information required on-the-fly during scanning, including sticky notes.



About Paper Free Technology

For more information about Paper Free Technology, call 515-270-1505

About Pertech Resources, Inc.

Pertech Resources, Inc. designs and manufactures unique peripheral products for the banking, financial, point of sale, and other markets from its headquarters in Riverton, Wyoming. In addition to distributed products, the company also is a leader in OEM design and manufacturing. The company, which has been in continuous operation for over 39 years, is also a well known provider of contract engineering and manufacturing services. For more information about Pertech Resources, Inc. scanners visit www.pertechresources.com.

About BoltBridge

BOLT Bridge supports Laserfiche® TEAM, United, Avante, and RIO products. For more information about BOLT Bridge visit www.boltbridge.com.

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BOLT Bridge information is available at www.boltbridge.com.

About Laserfiche®

Since 1987, [Laserfiche®](http://www.laserfiche.com) has used its Run Smarter® philosophy to create simple and elegant enterprise content management (ECM) solutions. More than 30,000 organizations worldwide use Laserfiche® software to streamline document, records and business process management.

The Laserfiche® ECM system is designed to give IT managers central control over their information infrastructure while still offering business units the flexibility to react quickly to changing conditions. The Laserfiche® product suite is built on top of Microsoft® technologies to simplify system administration, supports the Microsoft® SQL platform and features a seamless integration with Microsoft Office® applications and a two-way integration with SharePoint®.

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