



d.3 the solution



"By using cutting edge information technologies – tailored to the individual requirements in your company – we optimise business processes and enhance the competitive position of your company."

Christoph Pliete, Board member of d.velop AG

As a leading provider of digital archiving solutions and pan-corporate document and workflow management d.velop has realised until today more than 400 installations with in excess of 300,000 users world-wide. In doing so, d.velop is consistently geared toward the success of customers. Success means to have the information just where it is required, always when it is required, accessible for the user. This opens rationalisation potentials, economies of cost, productivity

advances while reducing through-put times and creating short amortisation periods.

To best achieve common goals d.velop enters a strategic partnership with every customer. The strategic consultation during the introduction of an Enterprise Content Management System and conceptional development are the first steps to success. The realisation, permanent support and co-ordination of complex projects are fundamental elements of the

partnership. Qualification of system users and maintenance of system components perfect the services spectrum of d.velop.

With the strategic d.3 content platform d.velop establishes in digital business a holistic and completely system-independent open solution for digital archiving, document and workflow management, enterprise content and knowledge management.

"Our strategy: we d.velop your digital business"



d.3

Document management, archive and workflow management create at d.velop d.3 the solid basis for the individual requirements of your company and in particular for further applications such as

- Enterprise Content Management
- Business Process Management
- Records Management

A number of solutions are grouped around the d.3 basic products of document management, archive and workflow management – to complement completely different tasks and innumerable interfaces – suitable for many external applications.

d.3 is the central information platform in the company, acting as a form of document warehouse. It is on the one hand an integrated system which on the other, however, is completely open when integrating into external systems.

d.3 is based on state-of-the-art multi-layer architecture and international standards.

d.3 works with an open document term. From the d.3-system's viewpoint any information – no matter whether SAP voucher, text document, software module, compiled or in source text, CAD document, technical calculation, SPS programme, printing lists, videos, sound files, process protocols, FEM analy-

ses, x-rays, DICOM data or even entire design trees – filed in the d.3-system is a document.

In addition it provides the possibility via multi-dimensional document relations to build up virtual files. d.3 manages commercial documents as well as technical documentations (drawing management) so that even requirements from the segment of PDM/PLM can be met.

d.3 ensures that all vouchers are filed for long-term stability and are tamperproof.

Incoming Mail – Scanning Scenarios

Would you be surprised if ...

... a scanning component managed without any ifs or buts processed documents of various size, while at the same time converging already existing digital single or multi-page documents and enabling corrections such as adding pages, and/or removing/extracting them?

... editing pages would provide for many extras in addition to the usual standard functions such as, for example, modification of the page sequence in a multi-page file or even adding pages from other applications via Drag & Drop?

... the scanning speed were limited by the scanner only?

... the scanning tool would not reach its performance limitations with 130 A4 pages per minute?

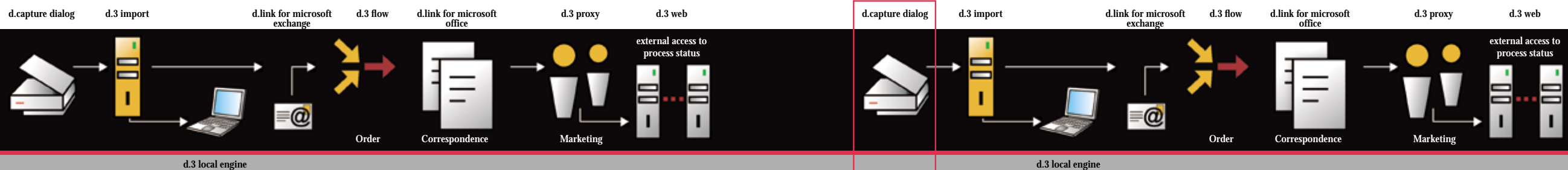
... simultaneous scanning and compressing of the scanned file were possible in order to scan pages of a practically unlimited page size?

The d.3 user is not surprised – the d.3 user accepts this as a usual quick entry feature.

The scalability of the d.capture dialog high-performance scanning and processing system for scanning data secures a high degree of integration into the d.3 product family. With d.capture dialog d.velop created an easy-to-use high performance

interactive tool to enter and process documents. Text recognition via high-performance OCR and barcode processing support the efficient and rapid indexing of documents. Scanning scenarios from early over the simultaneous through to late entry are supported.

The TWAIN interface, in addition to including pages, also enables direct data compression (e.g. JPEG) so that page sizes are practically no longer subject to limitations. d.scan users can also refer to functions like extraction of text from scanned graphic pages (e.g. TIFF) via OCR and their posting in Windows clipboard as a file, or direct transfer into d.3 indexing – always a surprise!



d.3

- d.3 server intelligent document management
- d.3 explorer high-performance standard client for intuitive operation
- d.3 view high-performance transparent viewer
- d.3 rendition service client or server-side conversion into long-term stable scanning format
- d.3 object monitor pro-active system monitoring
- d.3 process manager effective process control

d.capture

- batch-oriented entry and archiving of hard copy information
- barcode recognition to separate documents or determine attributes

Further capturing systems that can be integrated:

- automated and process-oriented voucher entry – e.g. incoming invoice – with docutec Xtract, DICOM Invoice 123, Kofax Ascent Capture



Importing

How perfect would it be if ...

... documents could be imported from any and all applications in a direct dialogue into the long-term archive?

... all documents, in addition to being saved in their original format, as an option could also be converted into a neutral format (TIFF, PDF)?

... the long-term safe recording of useful data onto optical data carriers (WORM media) as well as the respective index data would take place without the user noticing it?

... the employees had neither to remember the name of the file nor releases or directories or file structures and would later nonetheless find everything again?

This is not just perfect – for d.3 users this is day to day business.

The core of d.3 is an integral scalable archiving system which has a hierarchy memory concept. This vouches on the one hand for the tamperproof archiving over a period of 30 years and more. On the other, it enables at any time the researching in all documents from the tamperproof archive inventory – simply perfect!

Mobile Working

How practical would it be if ...

... your field service representatives need not print all documents required while at the customer's prior to starting off, and did not have to take them with them as hardcopy folders but could manage their self-sufficient DMS/archiving system on the notebook and could do research independent of network connections?

... as a result, minutes and contracts could be designed instantly at site jointly with customers?

... all new and/or modified documents which matched the profile of the individual employee were copied automatically into his notebook so that his offline archive would always be up to date?

... all documents from your Favourites and Files which you are currently working on were available to you offline?

... you automatically always had the latest version of a document available?

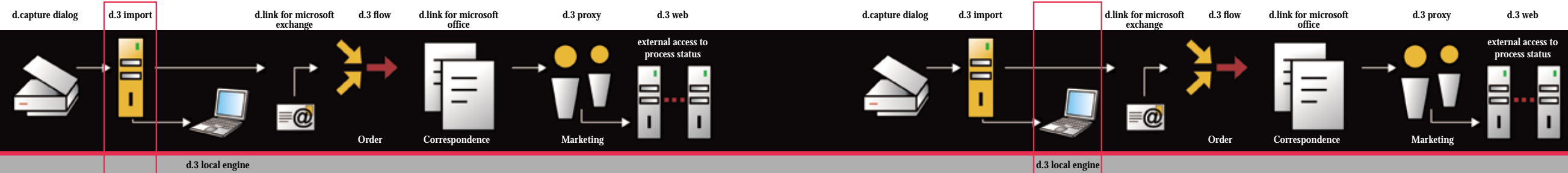
... even when working offline the usual high performance research were available via all attributes?

... the offline archive could be burnt on CD and this could be independently researched?

... after returning to the office all modifications were made instantly and fully automatically available to the DMS/archive system and vice versa, everything that has changed in the meantime and which matches your profile were transferred to your offline archive?

This is not just practical – for d.3 users this is typical.

d.3 local engine is a high-performance component for remote work stations – simply practical!



d.cold

High-performance interfaces for importing documents from different application systems

- automatic data editing and form clearing
- individual definition of interpretation regulations
- conversion into internationally standardised long-term stable formats
- multi-page TIFF generation
- archiving of the original and edited files

d.3 content services

d.3 content services for the d.3 Enterprise Content Management System. This can define a directory from static and dynamic structures for the electronic archive which automatically creates key words and categories of the imported documents from any sources.

The advantage:

The more differentiated the individually adjustable directory structures in any company, the more precise the key words of the documents. The d.3 content service is accessed through FTP, WEBDAV and IMAP4.



Group Ware & Mail Integration

How convincing would it be if ...

... important business documents created, managed and sent via the mail system could be just as easily and safely archived?

... information containing critical corporate and business process-relevant details could be archived tamperproof in the interest of the company and in accordance with the statutory regulations?

... mail documents such as SAP, Navision, MS-Office, Lotus Notes, scanned and technical documents could be jointly managed according to the process?

... major mail data inventories no longer led to dissatisfying system behaviour?

... on a pan-application scale the information in the process-oriented structures could be managed so that with minimal research effort all information of a business process were available?

... even after years the problem-free access to all documents and information – even without the original application – were possible?

This is not simply convincing – for d.3 users this is second nature.

d.3 is not merely a high-performance Content Management System, but simultaneously a tamperproof MS Outlook/Exchange archive system.

eMail documents can be automated or interactively filed in the d.3-systems with the help of

d.exchange and archived on optical data carriers. Using the d.3-system reduces the database dramatically so that optimal exchange system behaviour is guaranteed. Information which occupied megabytes in Outlook is reduced to a few kilobytes only, reference information and access times are optimised.

The global provision of d.3 information is feasible at any time via the modern IT structure of the d.3-system. d.3 information, MS-Outlook documents and documents of any other applications can be provided at any time self-sufficiently or via MS-Outlook, again taking into account an easy-to-define authorisation concept – simply convincing!

Process Optimisation and Control

How smart would it be if ...

... a DMS/archive system were also to provide a high performance component to model and illustrate business processes?

... strongly standardised and frequently repetitive business processes could adjust individually to one's own organisation?

... prepared flows, background action, the control of processes due to queries and regulation-based conditions to the right officials were to tremendously increase the employees' productivity?

... when using a tool to control your business processes you need not worry about the quality and compatibility of interfaces?

... in spite of the structured default for unforeseeable events, documents could be taken from defined workflows and redirected ad hoc to certain users?

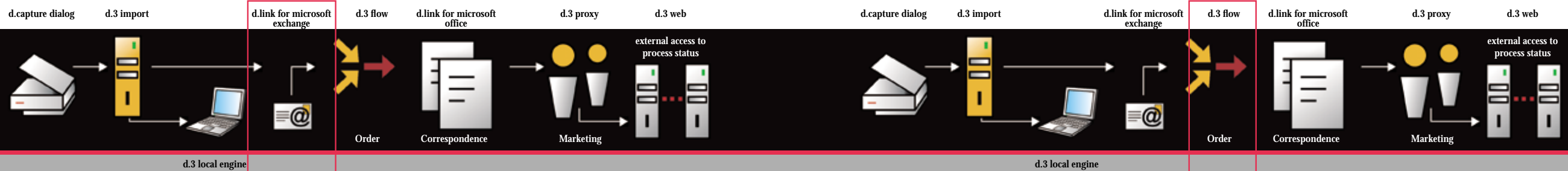
This is not just smart, this is how d.3 users work.

d.3 flow extends the options of the d.3-system in line with the d.velop product philosophy by integrated regulation-based workflow components. As an integral element of the overall d.3-system there are thus no interface problems just like the additional work to double-check documents from the DMS/archive in order to pass them to the workflow.

The designer of the business processes – as all d.3 users – is

conveniently supported by graphic objects. With equal ease self-created HTML forms can be integrated into the work flow. Even reservations that a once defined flow can be inflexibly brought to an end need not be that of d.3 users. Every flow can be interrupted and supplemented by ad hoc actions if the situation requires.

On the other hand every document archived in d.3 can be spontaneously sent from d.3 explorer onto a route. The route status ensures that users do not lose track of their document! It goes without saying that processes are logged tamperproof – simply smart!



d.link for lotus notes

You operate in a Lotus Notes environment? Not a problem for d.3.

By connecting the respective Notes masks with d.3 document types Notes documents can be archived by the touch of a button.

Agents can automatically import documents at a certain time in d.3. Every Notes user can index and archive documents even manually. The d.3 dialogue import can be triggered from Notes and thus Notes documents can be filed interactively. All documents filed in d.3 can be researched directly from Notes.

When archiving eMail it is possible to choose whether the eMail is to be archived inclusive or exclusively if its attachments. The recipient's and sender's information as well as date and subject line are used for indexing anyhow.



Office Automation

What a time-saver it would be if ...

... address data as well as product and customer information need not be entered manually in orders, delivery notes, invoices or general correspondence but could be transferred automatically into ready templates?

... electronically created facsimiles need not be printed to be sent?

... manual entries were reduced to a minimum and actions could be triggered with the click of the mouse?

... users need not worry about the programme from which they are working and how the information can be taken from one application to another?

This is not just a time-saver – for d.3 users this is reality.

d.link for microsoft office is a highly-integrated, implementing and flexible tool to connect MS Office forms with the d.3-system which supports the interaction of ready forms, masks and templates with the information stored in d.3: intuitively, fast and safe. Also, d.3 offers the function of the so-called films. Here, several parts can be arranged arbitrarily for print-out or dispatch of documents, inclusive of comments. Existing indices are automatically copied – a genuine economy of time!

Pan-locational Working

How innovative would it be if ...

... pan-locational DMS and workflow scenarios accelerating business processes could not be hampered by the network?

... selected information and documents from the central system during "slow traffic" times could be reproduced in individual branches and nonetheless it were secured that users always receive the latest version of the requested information?

This is not only extremely innovative – so are d.3 users.

d.3 proxy – the bi-directional Content Cache Server outsmarts insufficient network bandwidths. d.3 proxy with read and write cache creates the ideal basis for pan-locational workflow scenarios to realise even small network bandwidths. Intelligent functions of d.3 proxy entail that the process does not lose performance caused by system default – highly innovative!



World-wide Access

How "hip" would it be if ...

... you were meeting a business partner in Tokyo, could quickly access the documents of the current project and this were to work without problems and with ease?

... you could immediately archive a contract just signed, tamperproof?

... the publication of certain documents such as articles, drawings or product descriptions on the Internet were as simple as making a call from your speed dial?

... you could provide to your authorised distribution partners confidential documents via the Internet?

That is not just "hip" – this is the only way d.3 users can and want to work.

The d.3 web components client, publisher, link and news offer high performance and convenient solutions for any task. Even the adjustment of the Web client to the Corporate Design of your company or various terminal devices such as PDA can be performed with the help of StyleSheets based on cutting-edge xml/xsl technologies – easy and fast.

The d.3 web client for Internet/Intranet is an efficient and convenient tool to access and visualise business documents, entire folders and file contents. In line with the authorisation rights world-wide and indexed

search and full-text research is feasible even across several archives. Navigate in document and file structures and access contents; even different versions of documents are indicated via the Web – "totally hip"!

CAD/CAM "Technical" Integration

How convenient would it be if ...

... your DMS/archive system were to lay the foundation stone for a strategic information platform for your company?

... even drawings and technical documentations could be archived tamperproof?

... these documents were filed automatically in addition to their original format even in a long-term stable and standardised format independent of the applications (e.g. TIFF)?

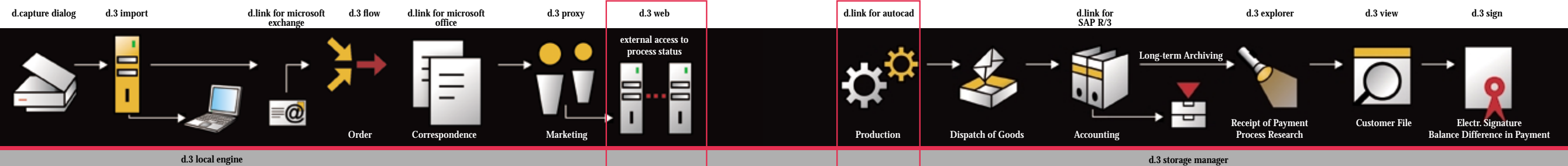
... users who themselves have not installed CAD/CAM view drawings and documents and could have them printed?

... full-text research could also be carried out for technical drawings?

... attributes could be taken over without manual entries from the drawing?

This is not just convenient – with this d.3 turns work into a piece of cake.

d.link for autocad allows archiving drawings and documents from AutoCAD 2000 in the d.3-system and converting them into a neutral format (TIFF) – very convenient!



d.link for automanager meridian

- Integration of AutoManager Meridian in d.3
- Corporate-wide access to drawings from the Meridian EDM system via import to d.3, conversion into neutral TIFF format and tamper-proof archiving.



ERP Integration

How easy would it be if ...

... access to all vouchers and documents of customers, business partners, projects, business transactions and products managed in an ERP system were guaranteed?

... a bi-directional interface as well as a DMS/archive could be used to access all documents and vouchers without having to change the application?

This is not just easy – that is d.3 live.

d.link for SAP R/3, the certified interface with the SAP system, realises in an easy way the Enterprise Content Management for every company.

d.3 supports a wide range of SAP archiving and document management scenarios along the entire logistical process chain in line with the specifications of the SAP business workflow.

d.link for SAP R/3 enables, for example when prompting a certain order in SAP/R/3 automatic access to all documents in the folder for this specific order, independent of whether this is an SAP voucher, a technical drawing, correspondence in Word or eMail. Even outside the SAP system SAP documents can be accessed since d.3 automatically extracts index values from the SAP system and files the documents in self-sufficient archives – simply easy.

Working with the DMS/Archiving System

How ingenious would it be if ...

... knowledge were gained instead of information being sought?

This is not simply ingenious – d.3 users have long been finding rather than seeking.

The Standard Research Client d.3 explorer and the d.3 web client are efficient and still easy-to-use tools to research all

documents. No matter whether researching in one, or comprehensively across several d.3 archives.

d.3 flow supports the user in handling regulation-based processes – simply ingenious!

Search Versions

How enticing would it be if ...

... different search engines were linked to the system and thus -

... even the phonetic/unclear search which tolerates different spellings were feasible?

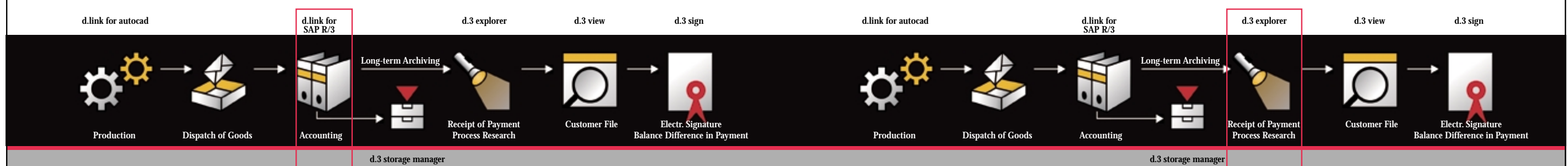
... a semantic/associative search according to content-related words were supported?

... a free-text search could determine relevant documents based on an text excerpt.

This is not simply enticing, this is the kind of luxury d.3 users enjoy.

As an open interface d.3 search enables the connection of different full-text search engines with the d.3 archive in order to

offer to the user completely new options in document search (phonetic and semantic search, document tracking by relevance, free-text search, search by similar documents, etc.). With the integrated d.3 search engine and the as an additional module d.3 search offers two alternatives to the standard full-text search in d.3 – simply enticing!



d.link for micro-soft navision

Integration with MS Business Solutions Navision

d.link for movex output manager

Integration with Intenia Movex

d.link for infor:Com

Integration with infor:COM and infra

d.link for iSeries

Integration with IBM eServer iSeries (AS/400)

d.link for baan

Integration with BaaN

d.link for varial

Integration with Varial

d.link for paisy

Integration with ADP Paisy

d.link for b2

Integration with bäurer b2



Visualisation of Electronic Documents

How charming would it be if ...

... a visualisation system were to offer to the user beyond regular display, annotation and redlining functions the convenience of several windows which provide different views of files and their attributes?

... pages from different files with various compression formats could, for example, be merged into a single multi-page TIFF file?

... the user were able to have an individualised surface design?

... an automatic (configurable) correction of the rotation of pages (automatic revolving) for catalogue and detail view were feasible?

This is not simply charming – d.3 users can afford to be charming.

d.3 view – the efficient visualisation system for TIFF, JPEG, PCX, BMP, PDF and ASCII data. The display component of d.3 is incredibly fast. This is thanks to the fact that d.3 view only retrieves such part from the file which is to be displayed. This high-speed display of the desired documents or document parts tremendously increases user acceptance.

Moreover, d.3 view contains a wide range of extremely user-friendly functions, such as individualised configuration of the surface. When opening a file, for example, all documents contained therein can be opened and d.3 view shows all scanning formats as well as the respective attributes.

The "mouseover" effect changes in a second (attribute-containing) window the respective attributes. The navigation of part areas is enabled in an overview window. "Floating Windows" is the term for the different windows in d.3 view and d.3 explorer which, after opening can be arranged on the screen as you wish in order to have the information needed instantly at your fingertip.

In addition, there are layout proposals to set up a screen. Taking the user into an aircraft cockpit – all important information is in sight and enables a quick response to external enquiries and the efficient control of his tasks – extremely charming!

Electronic Signature

How cool would it be if ...

... orders, invoices, payment instructions, applications to authorities, the transfer of medical documents, in brief everything which in the past was handled on paper today were performed electronically because it holds a legally valid signature?

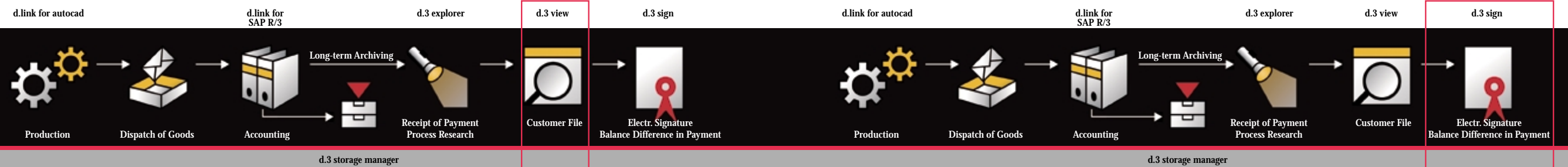
... a respective security infrastructure for electronic signature were to enable during electronic legal and business transactions the reliable determination of the author and the integrity of data?

... there were the prerequisite that electronic signature as a counterpart to the hand-written signature were recognised and thus were granted legal validity?

... users were completely free in their decision as to which of the different procedures is to be used in the end?

This is not simply cool – for d.3 users this is absolute standard.

d.sign is an open interface which can integrate different signature procedures in d.3. The integration, with the help of d.3 sign takes into account the creation of the signature and its verification at d.3 user level as well as the signature archive at d.3 server level – simply cool!



... and!

It were not d.velop if users had to do without

- **d.3 cluster**
- d.3 as high access system
- **d.3 citrix**
- d.3 operation in terminal server environments
- **d.3 listview**
- d.3 printed list visualisations with hyperlink functions
- **d.3 storage manager**
- d.3 support with optical memory systems and Content Addressed Storage System like EMC² Centera
- **d.3 web portal service**
- Interface with Web portals.

Databases supported by d.3

- Microsoft SQL Server 2000
- Oracle 8i and 9i
- Pervasive 8
- IBM Informix 9
- IBM DB2 8

The d.3 application server runs with

- Microsoft Windows NT 4 SP6a
- Microsoft Windows 2000 Server
- Microsoft Windows 2003 Server
- SuSE Linux as V7.0
- RedHat as of V7.0

The d.3 client runs on

- Microsoft Windows NT 4 SP6a
- Microsoft Windows 2000 Professional
- Microsoft Windows XP / Professional

d.web components operate with

- Microsoft Internet Information Server
- Apache Server
- Microsoft Internet Explorer 5.5
- Netscape 6.0
- Mozilla 1.0

simply d.velop!

Excerpt:

Industry & Commerce

- ASC, Shanghai & Singapur, China
- Auric Hörsysteme, Rheine
- BASLER Bekleidungswerke GmbH, Goldbach
- BENNING GmbH, Bocholt
- Theo Benning GmbH, Wexford, Northern Ireland
- Bilstein GmbH & Co. KG, Hagen
- Boge Kompressoren & Co. KG, Bielefeld
- Credece-SZ GmbH, Amerang
- EADS Systems & Defence Electronics Belgium NV, Oostkamp, Belgium
- EKO-Stahl GmbH, Eisenhüttenstadt
- EMSA-Werke Wulff GmbH & Co., Emsdetten
- Equitel S.A., Curitiba, Brazil
- EZH Elektronik Zentrum Hersfeld, Bad Hersfeld
- GEFCO GmbH & Co. KG, Hamburg
- GKN Sinter Metals, Radevormwald, Bad Brückenau, Bruneck
- Italien, Auburn Hills, USA
- Görlitz Fleece GmbH, Görlitz
- Hucke AG, Lübbecke
- Hupfer Metallwerke, Coesfeld
- HÜLSTA GmbH & Co. KG, Stadtlonn
- IVECO Magirus AG, Unterschleißheim, Munich
- JAB JOSEF ANSTOETZ, Bielefeld
- JAG Jakob Installationen AG, Brügg und Biel, Switzerland
- Kühne & Nagel AG + Co. KG, world-wide
- Linnenbecker GmbH & Co. KG, Bad Salzuflen
- Medien-Systempartner GmbH & Co. KG, Oldenburg
- NOBILIA-Werke J. Stickling GmbH & Co., Verl

- Niehoff GmbH & Co. KG, Schwabach
- ORGA Kartensysteme GmbH, Flintbek, Paderborn
- Kurt Pietsch GmbH & Co. KG, Ahaus
- Raiffeisen Hauptgenossenschaft Nord, Hanover
- Rational Einbauküchen GmbH, Melle
- Anton Ruthmann GmbH & Co. KG, Gescher
- RWZ Rhein Main eG, Frankfurt / Cologne
- Schmitz Cargobull AG, Horstmar
- Schüller Möbelwerk KG, Herrieden
- Siemens AG – Bereich ICN, Bereich ICM
- SRI Radio Systems GmbH, Durach
- Stahlwerke Bremen GmbH
- Steinel GmbH, Herzbrock-Clarholz
- Tenovis AG, Frankfurt
- Terhürne GmbH, Südlohn
- Thies GmbH, Coesfeld
- ThyssenKrupp Stahl Bauelemente GmbH, Oberhausen
- Torggler Chimica S.p.A., Marlenigo, Italy
- Viterra Energy Services GmbH & Co. KG, Münster
- VW Audi Vertriebszentrum GmbH, Wedemark
- WEPA Papierfabrik P. Krengel GmbH & Co. KG, Arnsberg
- Westfleisch eG, Münster

Banking Institutes & Insurance Companies

- Sparkasse Steinfurt
- Sparkasse Werl
- Sparkasse Werne
- Stadtparkasse Witten
- Sparkasse der Stadt Iserlohn
- Karstadt-Quelle Bank GmbH, Neu-Isenburg
- AdvoCard Rechtsschutz AG, Hamburg

- API GmbH, Beckum
- DEURAG Deutsche Rechtsschutzversicherung AG, Wiesbaden
- Sachsen LB, Dresden

Services, Municipalities, Associations

- Commerz Grundbesitz Investmentgesellschaft, Wiesbaden
- Friedrich Ebert Stiftung, Bonn
- GWS Gesellschaft für Warenwirtschaftssysteme mbH, Münster
- Hülstrans GmbH & Co. KG, Stadtlonn
- Kreisverwaltung Borken
- ÖBB Technische Services, Wien, Austria
- Stadtverwaltung Bocholt
- Stadtverwaltung Nordhorn
- Stadtplanungsamt Gronau
- Thüringer Landesanstalt für Umwelt und Geologie, Jena, Weimar
- LVH, Landesverband der Handwerker, Bozen Italy

Health Care

- Ärztelkammer Westfalen-Lippe, Münster
- Institut für Medizinische Informatik Uniklinikum Aachen
- Kassenärztliche Vereinigung Südbaden, Freiburg
- Lohmann Animal Health GmbH, Cuxhaven
- TAD Pharma GmbH, Cuxhaven
- Universitätsklinikum Tübingen, Tübingen
- Westfälische Kliniken für Psychiatrie und Psychotherapie, Münster
- Numerous company health insurance funds

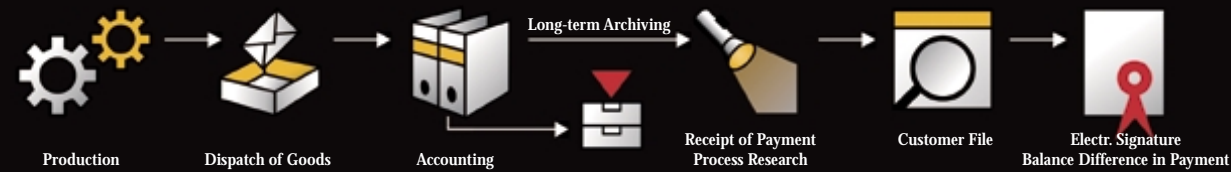
d.link for autocad

d.link for SAP R/3

d.3 explorer

d.3 view

d.3 sign



d.3 storage manager



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