

Virtual Print Driver

What It Is

The Virtual Print Driver (VPD) module enables users to import any document, report or other content that is printable from a Windows Application into OnBase as a TIFF image. Once installed, the VPD acts as a standard print driver accessible from any Windows Application, which offers a print option. Microsoft Office documents, web pages, screen dumps, reports, hosted sessions and so on can all be imported via the VPD by simply "printing" them into OnBase.

How It Works

Once the VPD is installed as a Windows print driver on a user's workstation, subsequent printing of documents to the VPD automatically invokes the following two-step process. First, the VPD renders the document into a multi-page TIFF image and copies that TIFF rendition to a user-specified spool directory. Next, for thick client users the document import dialog is invoked automatically, allowing the user to specify the document type and the keywords to be stored with the document. (Web Client users must manually invoke the "Upload" feature of that client to import the TIFF rendition of the document from the spool directory.) Completing the document import dialog and clicking the "Import" button concludes the process.

Optionally, users may print documents to a spool directory that is located on a shared network drive. Once stored there, the TIFF renditions may be periodically swept into OnBase and indexed by a user having an OnBase client with a Document Imaging license. This option exposes the TIFF renditions to the full range of document import processing options available in the OnBase Document Imaging module, including single or double-blind indexing, document separation, document slicing, and OCR to create text renditions suitable for full-text retrieval.

The VPD controls the formatting of all documents being imported into OnBase so that the user does not have to concern themselves with the specifics of rendering each document in a uniform format. The VPD operates in much the same way as a physical print device, supporting several page sizes, color modes, and resolutions. Color images are saved as TIFF files with JPEG compression. Black and white images are saved as standard G4 compressed TIFF files. Resolution may be adjusted to 150x150 dpi or 300x300 dpi..

Who Will Benefit

Organizations looking for a flexible method that enables users to import documents into OnBase from almost any application will greatly benefit from the Virtual Print Driver. The module's ability to act as a standard print driver empowers users to leverage the OnBase system with a minimum investment in training or technical knowledge. Users who are currently printing hardcopies of Windows-based documents and scanning them into OnBase using scanners will enjoy an immediate reduction of cost and improvement in productivity.

Technical Features

- Import into OnBase from any application with print function.
- No maximum document size limit.
- No document formatting requirements placed upon the user.
- TIFF format options: color, black & white, 150x150 dpi, 300x300 dpi.

Business Benefits

- Effective tool for ad-hoc imports across the organization
- Intuitive import mechanism requiring little user training
- Eliminates cost of printing and scanning documents from Windows applications

System Requirements

- Virtual Print Driver module
- Concurrent client license
- Windows 98, NT 4 sp 4, Workstation/Server, 2000, XP
- OnBase 353.124 database or higher