ImageTool for Primavera®

Document Management

Professional Series

Specifically designed for the Primavera user, ImageTool for Primavera integrates seamlessly to give you a **complete project management solution**.
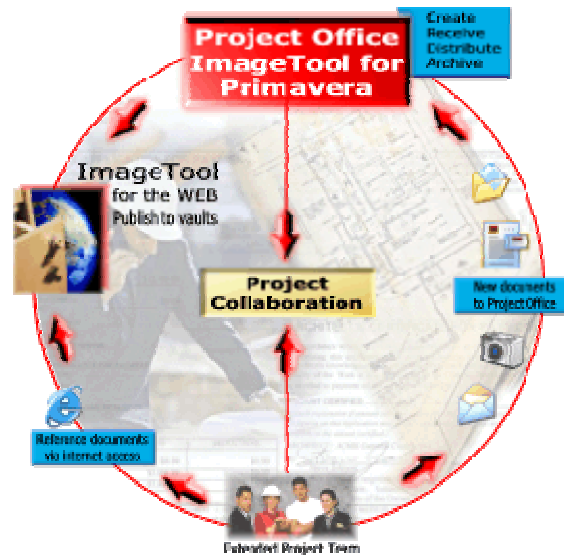
ImageTool™ for Primavera®

Any project, regardless of size and scope has associated documentation that needs to be referenced, reviewed, approved, tracked and archived. ImageTool for Primavera is specifically designed for Primavera users to help them manage project documentation.

A Complete Solution

Collaboration is only one part of managing your project documentation. While Primavera provides the ability to collaborate, it does not offer a scanning and archiving solution. By implementing ImageTool with Primavera, you will have a complete solution to manage all of your project documentation.

Depending on which Primavera product you are using, documents scanned with ImageTool are automatically linked to the appropriate activity ID or correspondence item. Documents can be converted to full text for building issues and keyword searches in the notes field. The ImageTool database provides the non-Primavera users within your organization access to these project documents. Users can search and retrieve documents by entering any combination of document attributes or performing a keyword search for words contained within the document. In order to expedite project documents throughout the organization, ImageTool statuses documents for data required and ball-in-court approvals, and utilizes your email for task notification.

Other benefits found in ImageTool Projects are the CD archive wizard, a very robust document scanning environment, and support for the web.

PRIMAVERA®
AUTHORIZED PARTNER

IMAGETOOL
DOCUMENT MANAGEMENT

www.imagetool.com
770.751.9950

Benefits & Features

- Immediately access critical project information
- Secure your project documentation
- Eliminate redundant copies
- Share information across project team in seconds
- Mobile File Cabinet
- Increase productivity
- Reduce expenses
- Ease of use
- Enhance claims avoidance procedures Permanently store and archive project documents on CD with project closeout wizard
- Seamlessly integrate with Primavera software
- Capture any document through scanning, fax, remote office, digital camera or Windows application - including email
- Full text search of documents
- Sortable search results
- Statuses documents for data required and ball-in-court approvals
- Email notification for ball-in-court contact
- Document indexing template designed for project teams
- Powerful OCR text engine for optional keyword searching across documents
- Automation makes indexing documents fast & easy
- Robust document scanning environment
- Industry standard data and image formats
- Support for Microsoft Office and Outlook

Scan and Store Documents
- Save documents as pdf or tif
- Eliminate paper filing of letters, invoices, faxes, RFI's, change orders, drawings, digital photos, etc.
- Populate and index database fields via Optical Character Recognition (OCR) or Barcode Recognition
- Save images as a single page or in batches, with automatic file numbering and storage
- Preview documents before you file them
- Capture any document through scanning, fax, modem, digital camera, Windows application or other electronic documents (CAD, spreadsheets, word processing, etc.)

Access and View Documents
- Browse hundreds of documents in minutes
- Use on your network or as a stand-alone application
- Integrates images to your Windows accounting or other applications
- View documents from your office or a remote location
- Zoom in on important information
- View three pages at a time
- Fax, print or e-mail right from your desktop or laptop computer

Note Documents
- Stamp image with date and time automatically
- Use annotation tools
- Attach graphics and company logos to the scanned documents
- Print or fax with or without annotations
- Personalize your document

Archive Documents
- Move documents to a CD or other storage device using the ImageTool Archive Wizard
- Mobile File Cabinet

Certifications
- Microsoft Office, Access, SQL Server, Exchange, Oracle
- Primavera Systems

System Requirements
- Microsoft Windows 9x, Windows NT, Windows 2000 or XP
- Video – SVGA & higher
- 256MB RAM
- Microsoft IIS 4.0 and higher

Product	ISIS Scanner Support	Zone OCR / Bar Code Recognition	OCR Engine	Publish Documents to Web	CD Archive	Annotate Documents	Search, View, Print & Email
ImageTool Office *(formerly Professional)* Powerful document management tool, MS SQL Server / Oracle back end compliant	☑	☑	☑	☑	☑	☑	☑
ImageTool Projects *(Project Documentation System)* Specifically designed for A/E/C, MS SQL Server / Oracle back end compliant	☑	☑	☑	☑	☑	☑	☑
ImageTool for Primavera® Fully integrated with Expedition, P3e, P3e/c & TeamPlay; MS SQL Server / Oracle back end compliant	☑	☑	☑	☑	☑	☑	☑
ImageTool for the Web Licensed per web server and provides end user access to documents published via ImageTool Professional Series							☑
ImageTool Client All functionality except scanning, MS SQL Server / Oracle back end compliant		☑	☑	☑	☑	☑	☑
ImageTool View/Notes View, search and retrieval capabilities						☑	☑

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