

Announcing the release of

PowerRetrieve v5.2

The release of 5.2 builds on the already rich functionality provided in **PowerRetrieve** versions v5.0 and 5.1.

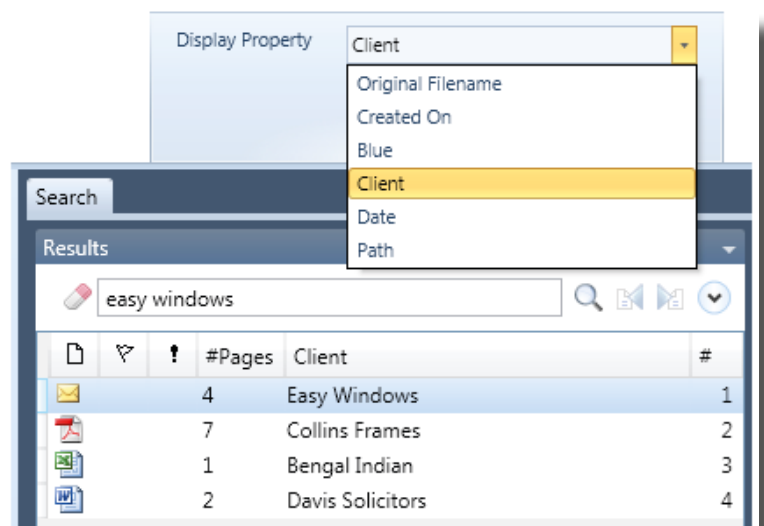
User feedback has resulted in the development of the following new features.

At a glance:

- Enhanced Email Integration
- Sorting for Document Hit Lists
- In-trays and Filing improvements
- Additional User Defined Flags
- Auto Import of Document Metadata
- Additional Support for WAN / Internet Connection
- Import Inclusion and Exclusion Lists
- Web Search Interface Improvements
- Faster OCR
- Stability and Resilience Improvements
- Extended Search API Functionality

Sorting Document Hit Lists:

By default, **PowerRetrieve** displays the Original Filename in the document hit list, and the list can be sorted on this field. Now users are able to select the field that should be displayed in the document hit list allowing them to sort the documents by any of the properties that have been assigned to the documents.



Auto import of document file and summary properties

File properties and document summary properties may now be imported with the document, along with absolute and relative paths.

Properties	
Name	Value
Original Filename	original_198
Created On	28/06/2015
Blue	<input type="checkbox"/>
All Document Properties	Subject=Case Strategy Scale Crop=no Manager=CA Manager Security=0 Creation Date=24/11/2005 14:13:00 Title=Specialist & Large Case Strategy Last Saved By=cpa@infocap.co.uk Company=RSA Edit Minutes=73 Last Save Date=28/06/2015 12:28:00 Primary Author=Colin Alderton Revision Number=25 Keyword=Incidents and claims Last Print Date=22/09/2003 10:45:00 Source=Microsoft Office Word Document Template=Normal.dotm Category=claim Comment=Import information on claim ID 1234
All File Properties	Date Created=30/04/2015 10:46:22 Date Modified=28/06/2015 13:22:4

User: from source value
Date: 28/06/2015 13:28:37

Subject=Case Strategy Scale Crop=no Manager=CA
Manager Security=0 Creation Date=24/11/2005
14:13:00 Title=Specialist & Large Case Strategy Last
Saved By=cpa@infocap.co.uk Company=RSA Edit
Minutes=73 Last Save Date=28/06/2015 12:28:00
Primary Author=Colin Alderton Revision Number=25
Keyword=Incidents and claims Last Print
Date=22/09/2003 10:45:00 Source=Microsoft Office
Word Document Template=Normal.dotm
Category=claim Comment=Import information on claim
ID 1234

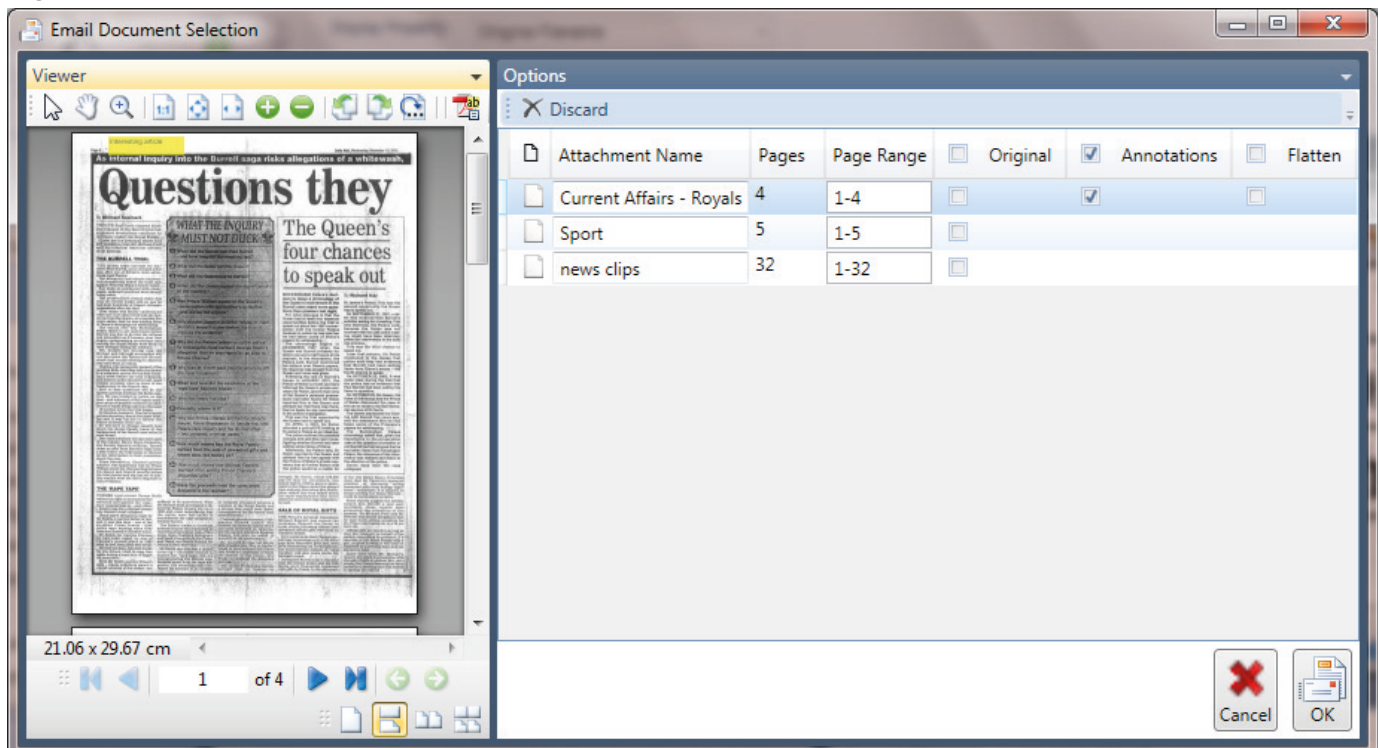
File properties are imported from the Windows file system. Document summary properties are imported from the information embedded in the document (e.g. the summary information added to Microsoft Word documents).

These properties may be imported as a group into a single **PowerRetrieve** property field, or individually into their own fields.

Entire folder structures may be imported with the absolute or relative paths of each document recorded in a property field. This may be critical if the folder structure represents key information such as client name or document type.

Multi-select email and print

We have had requests from a number of users to enhance **PowerRetrieve**'s document print and email functionality to support multi selection. You are now able to highlight any number of documents and send them to print or email together.



With email, you are able to select; the name of the attachment, the page range to email, whether document annotations should be included in PDF email attachment, and if the annotations should be made permanent (flattened). You can even choose to send the original file as the email attachment rather than the PDF rendering.

New 'Request licences for:' section in the Application Options

Users now have the ability to select which licences should be requested when the user interface starts.

Request Licences for:

<input type="checkbox"/> Search	<input type="checkbox"/> In-Tray & Filing
<input type="checkbox"/> Document Import	<input checked="" type="checkbox"/> Capture Error Handling
<input checked="" type="checkbox"/> Capture Processing	<input checked="" type="checkbox"/> Administration

For example, if you are opening **PowerRetrieve** exclusively to perform Administration functions, you can choose not to request a Search licence, thereby leaving the search licence free for other users.

Increased number of Document Flags

The ability to mark documents with coloured flags to indicate a document's status has always been an extremely useful feature.

Original Filename	Bristol Airport 106.tif
Created On	10/10/2012 15:21
Invoice Approved	<input type="checkbox"/>
Payment Received	<input checked="" type="checkbox"/>
Project Complete	<input checked="" type="checkbox"/>

We have now extended the number of user definable flags from 8 to 16.

New 'Save Changes' button and 'Received Date' in the In-trays

The use of **PowerRetrieve** In-Trays, alongside Flags and Notes enables controlled, secure, and streamlined management of business processes, such as credit control, sales order processing, document authorisation and quality control.

Additional functionality has now been added to the 'In-trays and Filing' section of the user interface to allow users to save the information they have applied to documents (such as property field values, annotations, page rotations, Document Folder targets) – without having to file the document. This allows information to be added incrementally as it becomes available.

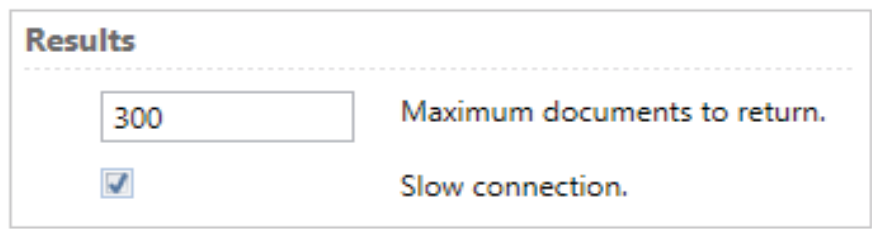
We have also added a 'Received Date' column (in addition to the date the document was imported) to indicate when the document arrived in the user's In-tray.

The screenshot displays the application's 'File' and 'Document' tabs. The 'File' tab contains buttons for Print, Email, Launch, Save As, Delete, Save Changes, and Refresh. The 'Document' tab shows a 'Queue Contents' table with columns for document status, filename, user, and received date. A 'Save Changes' dialog box is open, indicating that changes are being saved to all documents.

Queue Contents	Save Changes	Received In-Tray
<input checked="" type="checkbox"/> 1	Saves changes to all documents.	Administrator 28/06/2015 16:43:01
<input type="checkbox"/> 2		Board Meeting Minutes 15-3-02.doc ColinVistaBus\Administrator 28/06/2015 16:43:02
<input type="checkbox"/> 1		Booking Fax Back Tech Training.doc ColinVistaBus\Administrator 28/06/2015 16:43:06
<input type="checkbox"/> 2		Northern Trust (Insight) PR System.doc ColinVistaBus\Administrator 28/06/2015 16:43:28

Special 'Slow connection' operation mode

We have noted that a number of our customers have regional offices connecting to a central head office over a WAN or the Internet. Limited bandwidth presents performance challenges especially when opening and viewing documents. To help with this we have introduced a special 'Slow connection' operation mode in the client software.



Results

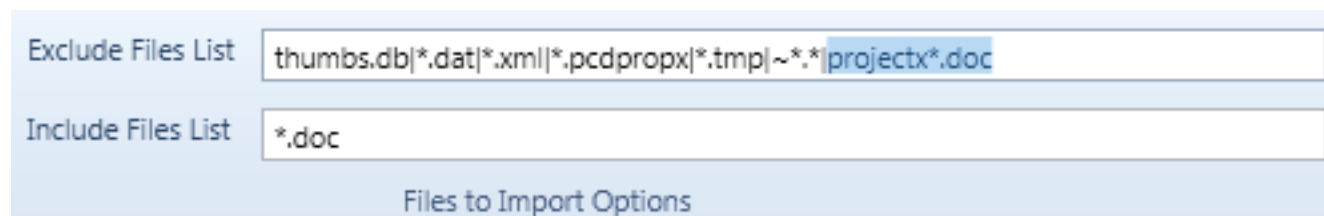
300 Maximum documents to return.

☒ Slow connection.

When 'Slow connection' is enabled larger fragments are displayed in the document hit list and documents are not downloaded until the user clicks on them.

Inclusion list option added to Document Import

File type exclusion lists have always been available in the **PowerRetrieve** auto import functionality. This has proved to be a useful way of excluding undesirable document types. We have now added the ability to define the document types that should be included.



Exclude Files List thumbs.db|*.dat|*.xml|*.pcdpropx|*.tmp|~*.*|projectx*.doc

Include Files List *.doc

Files to Import Options

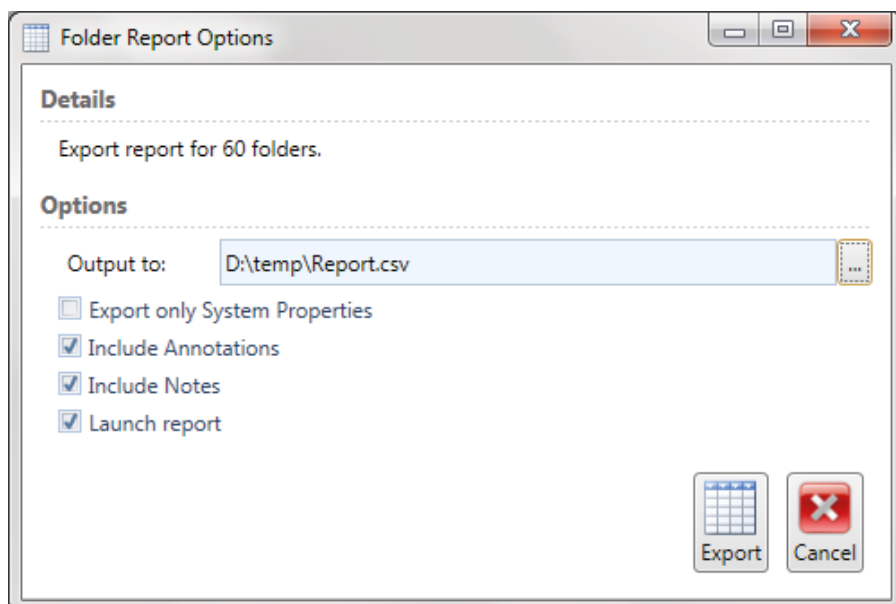
In the above example, all documents with the '.doc' file extension will be imported unless the filename begins with 'projectx'.

Inclusion lists are available in the Document Import user interface as well as the Import Definition for auto import.

New Export Report Function

A new option added to Fileroom Administration. Choose to export a basic report based on information stored in your selected File Cabinet, Group Folder or Document Folder. This includes the following for each document in the selected location:

Internal database ID; Page Count; File extension; Original File size; PDF File size; Folder; Original Filename; Created date; any Property Fields.



Folder Report Options

Details

Export report for 60 folders.

Options

Output to: D:\temp\Report.csv

☐ Export only System Properties

☒ Include Annotations

☒ Include Notes

☒ Launch report

Export Cancel

















You also have the option to export annotation information (text-based) as well as any notes that have been added. When you choose to do so, these appear as extra columns in your spreadsheet.

The output .csv file may be opened in Microsoft Excel for further analysis.

Web Search User Interface Enhancement

Users have always been able to choose to view the PDF rendering of their documents with or without colour coded hit highlights. We have now added an additional option to download the document in its original file format.

Results

	Score	#Pages	Filename	
	9765	1	Insurance Document - J R Bell Motor Engineers.doc	  
	9765	1	Insurance Document - Do	  
	9765	1	Insurance Document - Ekin	  
	9765	2	Insurance Document - Copy Right Systems Ltd.doc	  

Download the Original File. Original PDF files will be opened in the viewer and can be saved from there

Improved OCR speed

Depending on server specifications, OCR speed may be increased by greater than **10%**.

New version of the REST API

Available on port 8004. Supports the following new functionality:

- **Anonymous login**
- **Browse**
- **Update document (properties/notes/document location).**

Coming Soon ...



We are already working on finalising the v5.3 release of PowerRetrieve.

Version 5.3 will include major enhancements to our search technology, to support:

- **Numeric range queries**
- **Date range queries**
- **Wild Card queries**

Watch this space!