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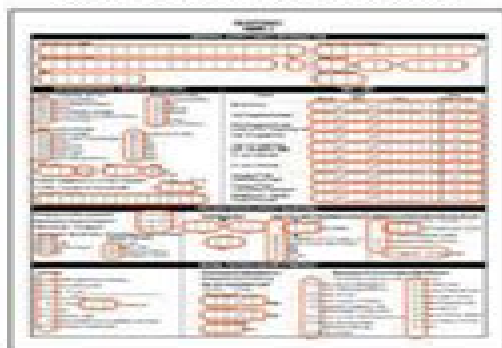
VS

UNSTRUCTURED

DOCUMENTS

Software captures the image of a paper document allowing the information to be translated to electronic data without manual input. Recognition technologies have accelerating capabilities from optical character recognition (OCR) to intelligent character recognition (ICR). The technology differs for each type of document. Which style of documents do you need to automate?

Structured Document



- Surveys
- Questionnaires
- Tests
- Claim forms

Semi-structured Document



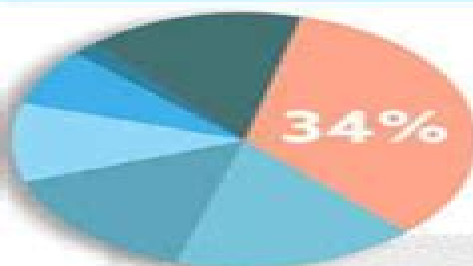
- Invoices
- Purchase orders
- Bills of lading
- Explanation of benefits

Unstructured Document



- Contracts
- Letters
- Articles
- Memos

AUTOMATED CAPTURE



Out of a survey of 493 businesses:

- 2% - Don't scan anything
- 7% - Use fixed-forms
- 10% - Scan semi-structured
- 15% - Scan, but don't process data
- 15% - Auto-index captured data
- 17% - Capture full-text for search
- 34% - Manually process data

Are you akin to the 34%?

Determine which types of documents would your process benefit from automating. Capture is just the beginning of the content lifecycle. Decide if you want to manage, store, preserve, and/or deliver the documents and data that you capture.

Source: www.aifm.org

For more information on document automation visit www.optiform.com

OPTIFORM

Structured Documents

Petra Perner, Azriel Rosenfeld



Structured Documents:

Structured Documents J. André, Richard Keith Furuta, V. Quint, 1989-03-23 This volume explores the structured representation of documents in computer document preparation systems Using this approach to documents allows their logical structure to be represented both descriptively and analytically Papers from major authorities in the field have been selected to form a unified whole The book presents various models that can be used for representing documents within electronic publishing software and shows the advantages that can be drawn from a high level representation Viewpoints of the typographer linguist and computer scientist are provided *Digital Documents: Systems and Principles* Peter King, Ethan V. Munson, 2004-02-12 This volume contains the proceedings of two recent conferences in the field of electronic publishing and digital documents DDEP 2000 the 8th International Conference on Digital Documents and Electronic Publishing the successor conference to the EP conference series and PODDP 2000 the 5th International Workshop on the Principles of Digital Document Processing Both conferences were held at the Technische Universität München Munich Germany in September 2000 DDEP 2000 was the eighth in a biennial series of international conferences organized to promote the exchange of novel ideas concerning the computer production manipulation and dissemination of documents This conference series has attempted to reflect the evolving nature and usage of documents by treating digital documents and electronic publishing as a broad topic covering many aspects These aspects have included document models document representation and document dissemination dynamic and hyper documents document analysis and management and wide ranging applications The papers presented at DDEP 2000 and in this volume reflect this broad view and cover such diverse topics as hypermedia structure and design multimedia authoring techniques and systems document structure inference typography document management and adaptation document collections and Petri nets All papers were refereed by an international program committee *Advanced Database Systems For Integration Of Media And User Environments '98: Advanced Database Research* Yahiko Kambayashi, Akifumi Makinouchi, Yoshifumi Masunaga, Shunsuke Uemura, Katsumi Tanaka, 1998-03-31 **Document Analysis and Recognition - ICDAR 2021 Workshops** Elisa H. Barney Smith, Umapada Pal, 2021-09-03 This book constitutes the proceedings of the international workshops co-located with the 16th International Conference on Document Analysis and Recognition ICDAR 2021 held in Lausanne Switzerland in September 2021 The total of 59 full and 12 short papers presented in this book were carefully selected from 96 submissions and divided into two volumes Part II contains 30 full and 8 short papers that stem from the following meetings Workshop on Machine Learning WML Workshop on Open Services and Tools for Document Analysis OST Workshop on Industrial Applications of Document Analysis and Recognition WIADAR Workshop on Computational Paleography IWCP Workshop on Document Images and Language DIL Workshop on Graph Representation Learning for Scanned Document Analysis GLESDO **Document Computing** Ross Wilkinson, Timothy Arnold-Moore, Michael Fuller, Ron Sacks-Davis, James Thom, Justin Zobel, 2012-12-06

Document Computing Technologies for Managing Electronic Document Collections discusses the important aspects of document computing and recommends technologies and techniques for document management with an emphasis on the processes that are appropriate when computers are used to create access and publish documents. This book includes descriptions of the nature of documents, their components and structure, and how they can be represented; examines how documents are used and controlled; explores the issues and factors affecting design and implementation of a document management strategy; and gives a detailed case study. The analysis and recommendations are grounded in the findings of the latest research. Document Computing Technologies for Managing Electronic Document Collections brings together concepts, research, and practice from diverse areas including document computing, information retrieval, librarianship, records management, and business process re-engineering. It will be of value to anyone working in these areas, whether as a researcher, a developer, or a user. Document Computing Technologies for Managing Electronic Document Collections can be used for graduate classes in document computing and related fields by developers and integrators of document management systems and document management applications, and by anyone wishing to understand the processes of document management.

Document Analysis and Recognition – ICDAR 2021 Josep Lladós, Daniel Lopresti, Seiichi Uchida, 2021-09-04. This four-volume set of LNCS 12821, LNCS 12822, LNCS 12823, and LNCS 12824 constitutes the refereed proceedings of the 16th International Conference on Document Analysis and Recognition (ICDAR 2021) held in Lausanne, Switzerland, in September 2021. The 182 full papers were carefully reviewed and selected from 340 submissions and are presented with 13 competition reports. The papers are organized into the following topical sections: document analysis for literature search; document summarization and translation; multimedia document analysis; mobile text recognition; document analysis for social good; indexing and retrieval of documents; physical and logical layout analysis; recognition of tables and formulas; and natural language processing. NLP for document understanding.

Intelligent Document Processing (IDP): A Comprehensive Guide to Streamlining Document Management Rick Spair, The world of document management is evolving rapidly, and organizations are increasingly turning to Intelligent Document Processing (IDP) to streamline their document management processes. This comprehensive guide serves as a valuable resource for individuals and organizations embarking on their IDP journey. It offers a step-by-step approach, practical tips, and best practices to help readers successfully implement IDP and achieve significant improvements in efficiency, accuracy, and cost savings. In today's digital age, the volume and complexity of documents continue to grow exponentially, posing significant challenges for organizations across industries. Traditional manual document management processes are time-consuming, error-prone, and resource-intensive, leading to inefficiencies and missed opportunities. However, the advent of Intelligent Document Processing (IDP) presents a game-changing solution. Intelligent Document Processing combines the power of artificial intelligence, machine learning, and automation technologies to extract and process data from unstructured documents swiftly and accurately. By automating manual tasks, organizations

can enhance productivity improve data accuracy and optimize their document management workflows This guide serves as a roadmap for readers looking to harness the potential of IDP and transform their document management practices The chapters of this guide take readers on a comprehensive journey through the world of IDP It begins with an introduction to document management and the concept of Intelligent Document Processing Readers will gain a clear understanding of the benefits and importance of implementing IDP in their organizations The guide then delves into the key aspects of implementing IDP It covers topics such as assessing document management needs identifying document types and formats analyzing document volume and complexity and evaluating existing document management processes These chapters provide practical insights tips and strategies to help readers assess their current state and identify areas for improvement As the journey progresses the guide dives into creating an IDP strategy including setting clear goals and objectives selecting the right IDP solution and defining key performance indicators KPIs It emphasizes the importance of customization and adaptation to align with specific organizational needs and goals The guide further explores preparing documents for IDP including standardizing formats and layouts optimizing image quality and resolution and implementing document classification and indexing It provides detailed guidance on leveraging intelligent capture technologies extracting data from structured and unstructured documents and validating and verifying extracted data The chapters also cover crucial aspects such as integrating IDP with existing systems monitoring and measuring IDP performance change management and user adoption They address data security and compliance requirements as well as provide real world case studies and success stories to inspire and educate readers Throughout the guide readers will find tips recommendations and best practices from industry leaders who have successfully implemented IDP These insights serve as valuable lessons learned and provide practical guidance for readers as they embark on their IDP journey In conclusion this comprehensive guide equips readers with the knowledge and tools needed to implement Intelligent Document Processing successfully By following the chapters tips recommendations and strategies outlined in this guide organizations can streamline their document management processes achieve significant improvements in efficiency and accuracy and drive tangible business outcomes The IDP journey begins here offering endless possibilities for optimizing document management in the digital era

Database Systems for

Advanced Applications '97 Rodney Topor, Katsumi Tanaka, 1997 This volume contains the proceedings of the Fifth International Conference on Database Systems for Advanced Applications DASFAA 97 DASFAA 97 focused on advanced database technologies and their applications The 55 papers in this volume cover a wide range of areas in the field of database systems and applications including the rapidly emerging areas of the Internet multimedia and document database systems and should be of great interest to all database system researchers and developers and practitioners

Computer - Human Interaction in Symbolic Computation Norbert Kajler, 2012-12-06 The well attended March 1994 HIse workshop in Amsterdam was a very lively conference which stimulated much discussion and human human interaction As the editor of

this volume points out the Amsterdam meeting was just part of a year long project that brought many people together from many parts of the world The value of the effort was not only in generating new ideas but in making people aware of work that has gone on on many fronts in using computers to make mathematics more understandable The author was very glad he attended the workshop In thinking back over the conference and in reading the papers in this collection the author feels there are perhaps four major conclusions to be drawn from the current state of work 1 graphics is very important but such features should be made as easy to use as possible 2 symbolic mathematical computation is very powerful but the user must be able to see intermediate steps 3 system design has made much progress but for semester long coursework and book length productions we need more tools to help composition and navigation 4 monolithic systems are perhaps not the best direction for the future as different users have different needs and may have to link together many kinds of tools The editor of this volume and the authors of the papers presented here have also reached and documented similar conclusions

Principles of Data Mining and Knowledge Discovery Tapio Elomaa, Heikki Mannila, Hannu Toivonen, 2003-08-02 This book constitutes the refereed proceedings of the 6th European Conference on Principles of Data Mining and Knowledge Discovery PKDD 2002 held in Helsinki Finland in August 2002 The 39 revised full papers presented together with 4 invited contributions were carefully reviewed and selected from numerous submissions Among the topics covered are kernel methods probabilistic methods association rule mining rough sets sampling algorithms pattern discovery web text mining meta data clustering rule induction information extraction dependency detection rare class prediction classifier systems text classification temporal sequence analysis unsupervised learning time series analysis medical data mining etc

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