



Verity TeleForm eForm Option

Convert Paper Forms into Powerful Online Data Collection Tools

Today's high-volume data-collection environments require diverse form presentation and delivery methods. While many organizations use online forms, most do not verify and process data from these Web forms before exporting to back-end systems. Those that do often employ high-salaried IT professionals to write the necessary code to convert standard eForms into intelligent data collection tools.

Verity® TeleForm® eForm Option enables organizations to design a form once and publish it as paper, HTML or PDF. Verity's multiple-format export eliminates the need to redesign the same form in multiple formats for various delivery methods—saving time and money. Additionally, TeleForm eForm Option maintains the integrity of business-rules processing and database look-up independent of export format.

Using intuitive point-and-click tools, form designers can easily set client-side and server-side processing rules and connect to database and archive products without programming.

TeleForm eForm Option enables organizations to post forms on a website or distribute them via email. End-users can complete forms online or offline with PDF or they can print out the form and complete it by hand. Hand-printed forms can be faxed or scanned into Verity TeleForm.

No other software solution delivers the powerful combination of online data collection with paper-based hand-print recognition.

Generating Real Business Value with Verity TeleForm eForm Option

- **Increase Data Integrity:** Performs many data validation tasks before the form is submitted, thus preventing invalid data from contaminating database and backoffice applications.
- **Streamline Business Processes:** TeleForm eForm Option increases productivity and eliminates paper bottlenecks by automatically cleaning and converting data from online forms into standard formats for back-end database and business applications.
- **Reduce Data Errors and Processing Time:** Client-side and server-side data validation and other business rules processing significantly reduces data errors and time associated with manual form processing.
- **Eliminate Printing and Shipping Costs:** Save over \$15 per printed paper form by converting them to fillable online forms. Eliminate expensive printing, storage, shipping and processing costs associated with paper forms.

Key Features

Turn Forms into Fillable PDFs

Any form created with TeleForm can be published to PDF and be ready to be completed and submitted through email or the Web.

Publish Forms to HTML

Any TeleForm form can be published to HTML for online data collection with the click of a button.

Create Custom PDFs

Add variable data, text, barcodes and graphics to single-page and multi-page form templates with the addition of TeleForm AutoMerge Publisher.

Backoffice and Workflow Connectivity

Easily connect industry standard PDF and HTML form formats to existing Web servers, email and content management system investments.

Digital Signature Support

Digital Signature Fields provide secure and reliable approval options to online PDF forms. A digital signature combines the integrity of a hand signature with the flexibility, speed and accuracy of an electronic form.

Reset Button

Easily add a "Reset" button to forms enabling users to clear the input on a Web form.

Data Transmission

Transmit data using a variety of technologies including MAPI, POP3 and TCP/IP.

Multiple Database Outputs

Set up multiple data exports to various destinations simultaneously in ODBC, XML, TXT and various other formats.

Forward Button

Add a "Forward" button to forms enabling users to forward completed forms to a predetermined or user-determined email address.

Search and Archive

Completed forms are stored in TIFF or PDF formats, complete with search and index information in existing image archive management systems.

Form.ASP Option

The Form.ASP option allows businesses running IIS systems to transfer electronic data securely. With the Form.ASP option, you can set up a Web page that collects and transfers data for processing, either via email or securely to a directory.

TeleForm eForm Option provides TeleForm users with the first automated data-collection solution for Web-based environments, giving organizations the power to capture and process information from paper and electronic forms in a single solution.

Benefits

- Eliminates manual data entry and reduces hand-writing recognition issues from paper forms.
- Minimal training required to produce intelligent electronic forms.
- Ensures integrity and accuracy of backoffice data with automated rules-based data validation.
- Forms are submitted directly back to the server; data is collected at the first point of contact resulting in faster data collection.
- Respond to employee/customer needs faster via automated responses.
- Saves time and money by replacing print/mail forms with online creation and delivery.
- Maintains corporate standards for paper, PDF and HTML by creating presentation formats identical in appearance.
- Leverages existing Internet, email and content management investments by implementing the eForm Option.

System Requirements

TeleForm Server (Enterprise)

- Intel® Pentium® IV-based processor running at 2GHz or higher
- Microsoft Windows 2000 Advanced Server or 2000 Microsoft Windows Server, Windows 2003 Server
- Required Database: Microsoft SQL Server 2000 (MS SQL 2000)—Standard or Enterprise Editions
- 1.5 GB free hard drive space for complete installation (300 MB required)
- 1 GB of RAM
- 100 Mbps TCP/IP high-quality network card
- CD-ROM drive

TeleForm Workstation (Enterprise)

- Intel® Pentium® III-based processor running at 800MHz or higher
- 500 MB free hard-drive space for complete installation (300 MB required)
- 512 MB of RAM
- 100 Mbps high-quality network card
- VGA color or better monitor (17" monitor recommended for Verifier stations)
- CD-ROM drive
- Mouse or other pointing device
- Microsoft Windows 2000 Professional; XP Pro
- Adobe Acrobat 6.0 (recommended)
- Adobe Acrobat Reader 6.0
- Acrobat browser plug-in for Internet Explorer
- Compatible scanner, fax server and/or Web server

TeleForm Server (Workgroup)

- Intel® Pentium® IV-based processor running at 1.2GHz or higher
- Microsoft Windows 2000 Advanced Server or 2000 Microsoft Windows Server, Windows 2003 Server
- Recommended Database: Microsoft SQL Server 2000 (MS SQL 2000)—Standard and Enterprise Editions
- Supported Databases: Microsoft SQL Server 2000 (MS SQL 2000)—Standard and Enterprise Editions, Microsoft SQL Server Desktop Engine 2000 (MSDE 2000)—SP3
- 1 GB free hard drive space for complete installation (300 MB required)
- 1 GB of RAM
- 100 Mbps TCP/IP high-quality network card
- CD-ROM drive

TeleForm Workstation (Workgroup)

- Intel® Pentium® III-based processor running at 600MHz or higher
- 500 MB free hard-drive space for complete installation (300 MB required)
- 256 MB of RAM
- 100 Mbps high-quality network card
- VGA color or better monitor (17" monitor recommended for Verifier stations)
- CD-ROM drive
- Mouse or other pointing device
- Microsoft Windows 2000 Professional; XP pro
- Adobe Acrobat 6.0 (recommended)
- Adobe Acrobat Reader 6.0
- Acrobat browser plug-in for Internet Explorer
- Compatible scanner, fax server and/or Web server

TeleForm Desktop

- Intel® Pentium® III-based processor running at 600 MHz or higher
- 500 MB free hard-drive space for complete installation
- 256 MB of RAM
- VGA color or better monitor
- CD-ROM drive
- Microsoft Windows 2000 Professional; XP pro
- Adobe Acrobat 6.0 (recommended)
- Adobe Acrobat Reader 6.0
- Acrobat browser plug-in for Internet Explorer
- Compatible scanner, fax server and/or Web server
- Recommended Database: Microsoft SQL Server Desktop Engine 2000 (MSDE 2000)—SP3
- Supported Databases: Microsoft SQL Server Desktop Engine 2000 (MSDE 2000)—SP3, Microsoft SQL Standard and Enterprise Editions

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