

## OVERVIEW

Many of today's businesses suffer under the burden of paperwork: filling in forms, transcribing into computers, photocopying, filing, retrieving, and re-filing them. PenData Solutions TransScribe™ can significantly reduce the cost of capturing and managing that paperwork without disrupting your typical workflow.

PenData Solutions TransScribe enables users to capture handwritten notes as computer images or as text. The resulting data can be edited, saved as a file, and printed for physical storage. As you write, your handwriting is automatically stored on the pen along with information identifying the specific form being written upon. When the pen is placed in a small docking station attached to a PC, the data is automatically uploaded to the system.

The TransScribe application presents you with an image of the form showing your exact handwriting and a computer text version in a side-by-side display. The computer text version may then be edited. An exact record of changes is maintained for tracking purposes.

While the accuracy of converting handwriting to text data varies from person to person, TransScribe allows you to create a handwriting profile specific to your personal style. The profile eliminates many inaccuracies in the character recognition process.

Once you are satisfied with the content of the document you may save it as a rich text file (RTF) compatible with most word processing programs. The files may be stored anywhere in your file system. The document may also be printed in its original image form or in its text form for your paper filing system.

Notes forms may be uploaded and edited one-at-a-time as you

## Features

- Accurately captures notes or patient information from your standard form
- Allows administrative personnel to access uploaded forms as soon as the pen is docked
- Everyone is comfortable using pen and paper to capture information
- Captured data can be integrated with other applications.
- Uses standard forms (printed on a special background)
- Once uploaded and reviewed forms may be searched on designated data fields
- Integrates into your standard procedures and paper flow without interrupting your process flow.
- Reduces the potential for lost documents and makes retrieval easier
- Improves efficiency over the complete document life cycle



finish each document, or stored on the pen to be uploaded in batches. Once uploaded, they can be reviewed as time or your business practice allows, saving someone from having to manually transcribe the form.

The image of the original form, in electronic format, as well as successive versions of the text document are saved as a permanent record of the process and allows you to dispense with the paper copy.

Data from the forms can be automatically routed to integrate with your other software applications and workflow processes. Insurance claims, mortgage forms, patient interview notes, and virtually any other form data can be captured and flowed into your existing systems.

Digital pens are like any other ball point pen with the added capability of electronically capturing the pen stroke data. They don't require any training to use because everyone knows how to write with a pen. The pen and forms are easy to use. The forms look

## Benefits

- Saves time in manually transcribing information
- Makes information immediately available for inclusion on other forms
- Use standard forms for insurance or reporting to governmental bodies
- Reduces lifecycle cost of managing paper documents
- Avoids disruptive changes in your organization
- Continue to use pen and paper
- Dataflow matches your standard business flow
- Data easily integrated with other information databases
- Faster more accurate error correction
- Enhances compliance with regulatory requirements
- Low cost of implementation, fast ROI
- Data on the pen is encrypted, only authorized personnel have access to the database
- Saves time for information management

like you are accustomed to.

Familiarity with the pieces of the system makes it easy to integrate with your business process. The low startup costs speed the return on your investment. The efficiency of the process significantly lowers the cost of managing your documents.

### *Pen Characteristics:*

- Comes with pen, cap, docking station (with portable detachment), USB cable
- Pen can be used continuously for 3-4 hours
- Stores up to 40 pages
- Data on the pen is encrypted
- Lithium-ion battery charges automatically when docked.
- Rated at 3500 hours of operating
- Two year warranty
- Replaceable ball point pen
- Memory full vibrator

### *TransScribe Minimum System Requirements:*

#### **Hardware**

- 1GHz or higher processor 128MB or higher RAM
- 16MB or higher VRAM
- 10GB hard disk free space
- USB port

#### **Software**

- Microsoft Windows XP SP2 or Windows 2000 SP4 operating system, Microsoft Office 2003
- Logitech io2 pen software or Maxell pen software.



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PenData Solutions provides technologies to help businesses reduce the cost of capturing and managing information written on paper forms. The software solutions that we have developed will directly increase productivity and significantly reduce the overall costs incurred by organizations using paper forms for data collection. By removing most of the intensive manual labor from the data-entry-to-destruction lifecycle, we enable significant cost savings