



# Automate information extraction from forms

Surveys, order forms, tax sheets, customer satisfaction forms, etc., can take a lot of time to process manually.

ReadSoft's FORMS software automatically extracts information from your forms and transfers the information to any system.

The software captures and processes all types of forms in any format:

- Paper forms
- Faxed forms
- Internet forms
- Email
- XML files
- Digital images – TIFF, JPG, PNG, BMP, etc.
- Digital pen media



The software reads and processes machine-printed and handwritten text, barcodes, check boxes, circles, tables, matrixes – pretty much anything you can throw at it.

### Suitable for you if:

You spend too much time and resources on handling forms – from small surveys to country-wide censuses. FORMS Desktop is suitable for small volumes – it is installed on one PC. FORMS Network is installed on one

PC plus one Verify module. These editions are licensed per installation. FORMS Enterprise is suitable for installation on multiple PCs, and it uses a volume-based license.

With FORMS, you will:



### Save time

Automated data capture is much faster than manual keying of information.



### Save money

Fewer resources are needed for forms processing.



### Improve data quality

Errors are reduced to a minimum when data is entered automatically instead of manually.



### Technical capabilities

- Information can be captured from any type of form – electronic or on paper.
- Handles machine-printed and handwritten text, barcodes, check boxes, circles, tables, matrixes, etc.
- Flexible Forms functionality allows you to easily process different variations of the same form.
- The Configuration Tool conveniently separates installation from system setup.
- Support for newer operating systems such as Microsoft Vista.

### Business system integration

FORMS delivers output in a simple text file, making it easy to integrate with any statistics system, ERP system, archive, etc.

# FORMS 5-3: Hard Facts

## Product

Licenses	Installation
FORMS Desktop	Single PC installation
FORMS Network	Single PC installation plus one Verify module
FORMS Enterprise	Multiple PC install, separate modules

## Supported barcodes

BPO4, Codabar, Code 128, Code 39, EAN 13, EAN 8, Interleaved 2 of 5, PDF417, UPCA, US POSTNET and Data Matrix\*.

\* *Separate license required.*

## Supported file formats

**Import:** FORMS 5-3 supports all commonly-used file formats for import (TIFF, JPEG, BMP, PNG and so on).

**Export:** BMP, DCX, EPS, JPEG, MO:DCA, PNG, and TIFF

## External interpretation engines

It is possible to interface FORMS 5-3 with the following external engines:

- Océ RecoStar
- A2iA FieldReader

Please refer to separate product information.

## Product localisation

FORMS 5-3 is available in the following languages (software and online help):

- Danish\*
- English
- French
- German
- Italian\*
- Portuguese\*
- Spanish
- Swedish

\* *No online help.*

Additional localisations may be available from ReadSoft partners.

## Character sets

FORMS 5-3 can be set to interpret any of the following languages, which can even be applied on a form-by-form basis:

- Czech
- Danish
- Dutch
- English
- Estonian
- Finnish
- French
- German
- Hungarian
- Icelandic
- Italian
- Latvian
- Lithuanian
- Norwegian
- Polish
- Portuguese
- Spanish
- Swedish
- Turkish

## System recommendations for a full installation

	Minimum specifications	Recommended specifications
Screen resolution	1024 x 768	1600 x 1200
CPU speed	C2D 2.2 GHz	C2D 3 GHz or faster
RAM memory size	2 GB	4 GB
Free disk space	10 GB	40 GB

Contact ReadSoft regarding system requirements for network solutions.

## Databases

- Microsoft SQL Server 2008 R2
- Microsoft SQL Server 2008
- Microsoft SQL Server 2005

## Certified scanners

Scanner models from the following manufacturers are certified for use with FORMS 5-3:

- Böwe Bell + Howell
- Canon
- Fujitsu
- InoTec
- Kodak
- Panasonic
- Ricoh

## Scanner interfaces

- SCSI: Adaptec 2940AU, 29160N, 29160
- FireWire IEEE 1394
- Kofax: Adrenaline and KF series
- USB 2

## Scanner drivers

Install the scanner drivers that were supplied with your scanner.

## Operating systems

- Microsoft Windows 7\* (FORMS 5-3 Service Pack 2 and later)
- Microsoft Vista, Business or Ultimate Edition\*
- Microsoft Windows XP Professional SP3\*
- Microsoft Windows Server 2008 and 2008 R2\*\*
- Microsoft Windows Server 2003 and 2003 R2\*\*

\* *Windows firewall may require adjustment.*

\*\* *For servers only, and for Interpret and Transfer only.*

Both 32-bit and 64-bit versions of the above operating systems are supported in FORMS 5-3 SP2 and later. On a 64-bit system, FORMS will run in 32-bit compatibility mode.

Please e-mail [info-uk@readsoft.com](mailto:info-uk@readsoft.com) for further information or visit [www.readsoft.co.uk](http://www.readsoft.co.uk)