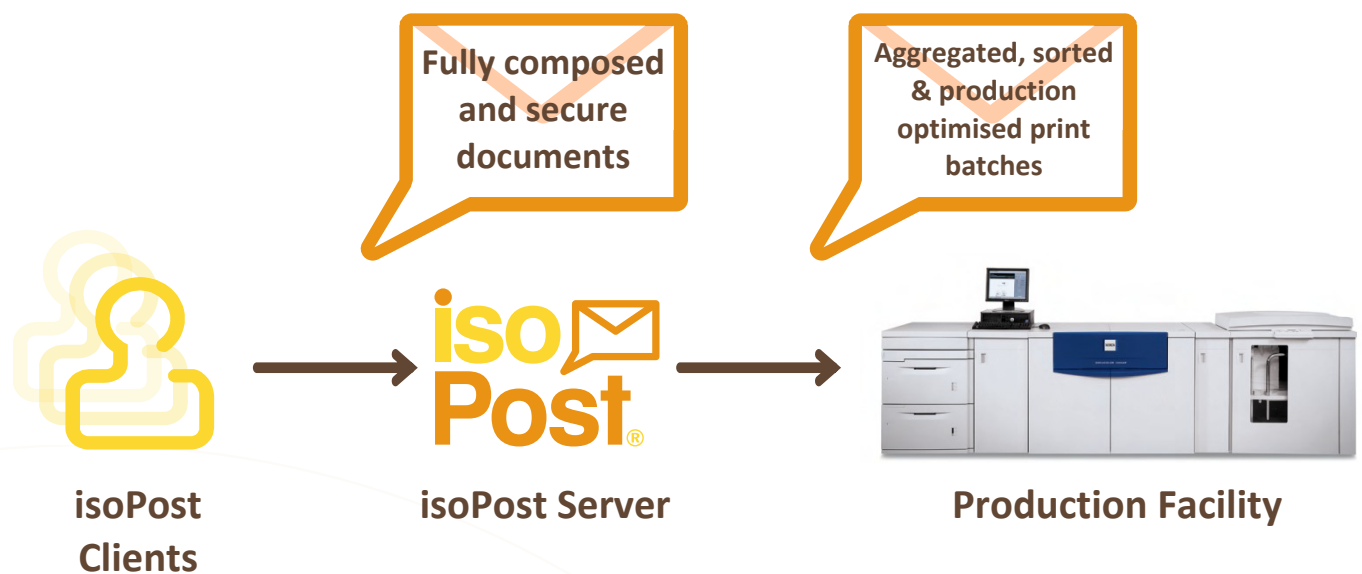


# isoPost<sup>®</sup>

isoPost allows desktop correspondence generated in familiar applications such as Microsoft Word to be consolidated and batched, offering significant savings on print and distribution. Real-time encryption is applied to each document as it is captured, ensuring that no matter where a document originates or how it is transmitted, the contents are completely secure.



## End User Benefits

The end user is able to work more efficiently by passing the labour intensive and costly document production away from their departmental office environment and utilise your existing document management facilities & processes. The end user continues to use their existing office applications (such as MS Word or SAGE), thereby reducing the organisational impact and training requirements.

## Organisational Benefits

By producing documents using your existing production site, mailroom or outsourced facility, you can both reduce the cost of desktop mail as well as gain greater control over ad-hoc mailings. Automate & aggregate mailings to match the production capabilities and further reduce costs associated with postage, operational inefficiencies & consumables. Take control over costs by centrally monitoring system usage to understand the true costs of your desktop mail.

## Delivered To Meet Your Business Requirements

**Out-of-the-Box Solution** - Isopyre can deliver a solution to meet your exact business needs. This can be a standalone offering, or tightly integrated with your existing business systems by Isopyre's team of analysts and technicians.

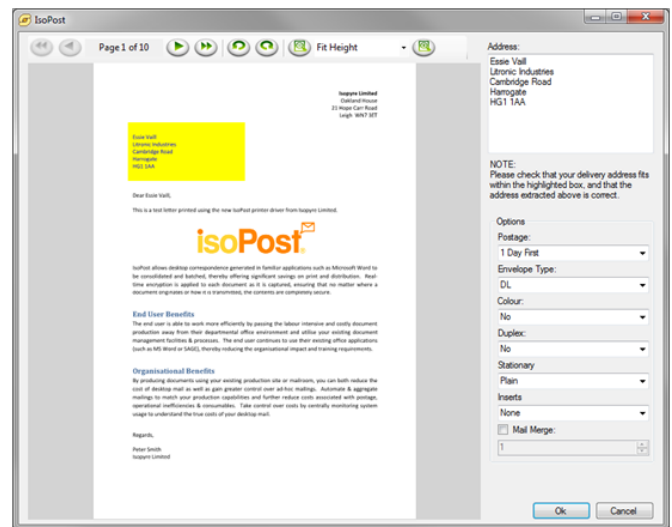
**Configurable Document Management Platform** - Alternatively, if you want to integrate the features of isoPost into your existing environment yourself, Isopyre can provide a system with the necessary APIs & interfaces for you to evolve and develop the system yourself.

## isoPost Software Components

### isoPost Client

isoPost Client is a Windows printer driver installed on the end users computer. It enables a user to submit documents for central production right from their desktop. Users continue to use Windows applications with which they are familiar, such as Microsoft Word. This means that the user's existing work pattern is not interrupted and hence reduces training requirement and overall deployment costs and complexities.

isoPost Client is configurable so that the user can be presented with a custom set of fulfilment and production options, such as stock & envelope type. Documents are encrypted in real-time so that the security and integrity of the documents can be assured whatever the transmission method.



isoPost Client Submission Interface

### isoPost Server

isoPost Server is the document capture and repository for all items being processed. isoPost Server will receive submissions from remote end users, usually using Secure FTP as the transmission method. isoPost Server then stores all received documents, still in their encrypted form, in a central repository along with the individual document's production & fulfilment requirements. isoPost Server is built upon Microsoft SQL Server which offers flexibility and resilience for large and small document repositories alike.

### isoPost Production

isoPost Production enables the aggregation and sortation of received documents into production print ready batches. Based on the production environment requirements, isoPost Production can create production batches tailored to optimise the efficiency of the print centre. Among the batching capabilities of isoPost Production are:

- Group documents with similar stock/envelope requirements to maximise production batch sizes.
- Group documents based on destination or other embedded document information.
- Sort documents based on custom rules - Such as postal sortation schemes to reduce postage costs

### isoPost Administration

isoPost Administration enables a system administrator to configure what fulfilment options the end users have access to. This enables production centre managers to offer end users the most flexibility whilst ensuring that user requirements match the production capabilities of the print environment. Examples of options which the end user can have access to:

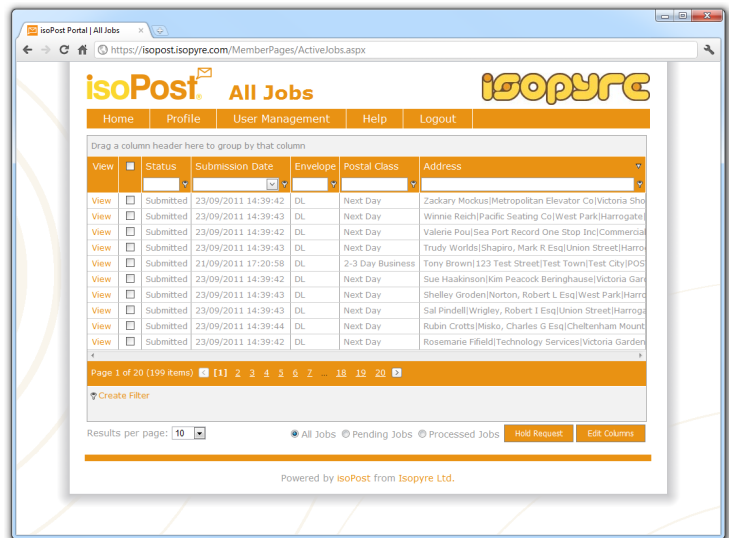
- Postage Class
- Envelope Type
- Single or multi-side printing (simplex/duplex)

# isoPost Portal

## Document Information

The isoPost Portal is a web based interface which allows end users to gain access to documents that have been submitted into the isoPost system. This adds trust and familiarity for users moving from a traditional, manual production process to an automated production workflow.

Within the isoPost Portal users can view document information such as selected fulfilment options, recipient address & submission date. In addition, document status information is displayed so that a user can easily determine where their document is within the print & fulfilment workflow.



Active Jobs Page

Advanced sorting, filtering and grouping features within the results view enable users to quickly find the documents they are looking for. These features are also useful for summarising information about groups of documents submitted into the system, allowing senior staff an overview understanding of what is being processed and who is submitting documents.

## Document View



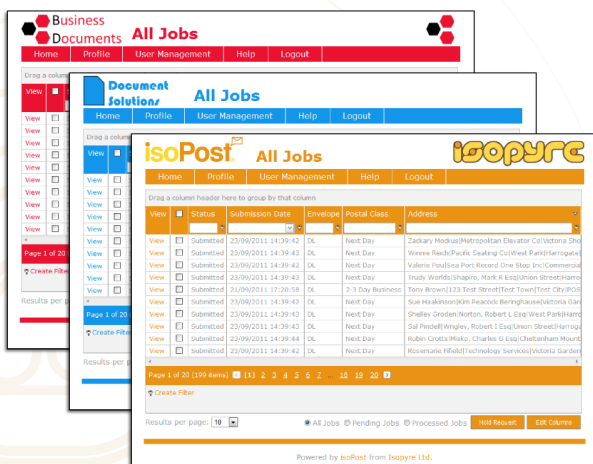
Document View

The document view feature allows users, the management team & support staff to instantly review the documents which have been submitted. This facility provides users with the reassurance and confidence that their documents are being produced as they intended.

The document view feature also offers the opportunity to utilise the isoPost Portal during document review and other cross-department activities. In so doing, isoPost integrates seamlessly with the end user's document management processes, improving efficiency and organisational productivity.

Users can also request documents be placed into a hold state from within this interface, meaning that erroneous submissions or documents requiring approval can be released into production only when appropriate.

## Deployment

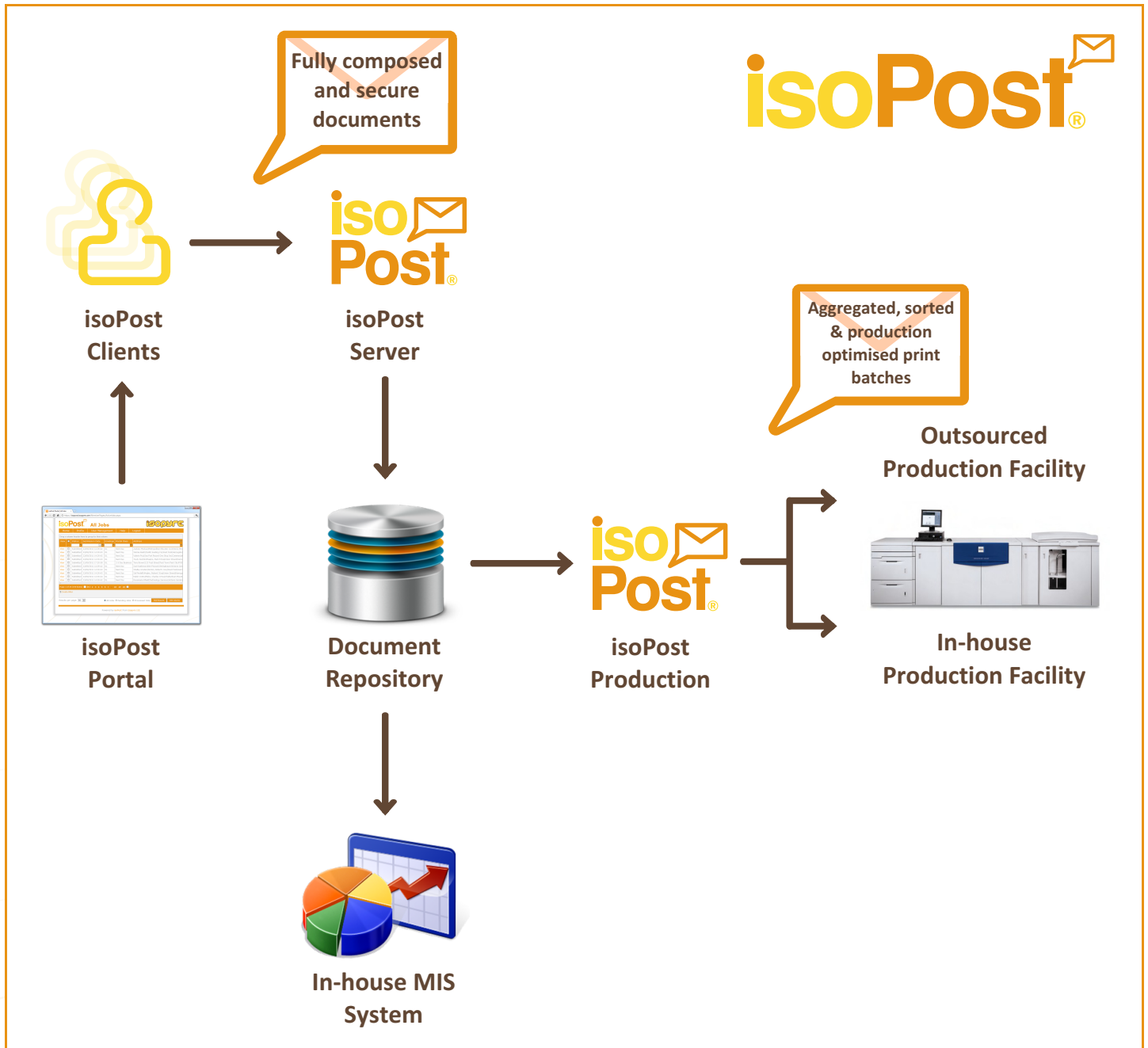


Self-service user administration allows client organisations to manage their own users and access controls, taking the burden off your own customer support teams. A hierarchical user rights management system determines whether users can see just their own documents, or those of their team/department/company.

The Portal interface can be offered across multiple brands and styles. This ensures maximum user familiarity by allowing them to work within your, or their, own branded interface.

## Implementation

Isopyre's team of technical analysts and document management specialists are able to understand your business needs and translate them into a tailored technical solution. We work with you to ensure that all project stakeholders gain the benefits they are seeking, be they operational efficiencies or financial savings. Isopyre will project manage the system delivery within your existing infrastructure and business processes.



Example configuration demonstrating multiple touch points with your existing systems.

## Contact Us

For more information and to discover how Isopyre can help you to deliver cost savings and greater control over desktop mail, please contact us.

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