



**Océ**  
PRISMA® archive  
software

Archiving  
made easy



**Canon**  
CANON GROUP

Powerful,  
high-volume  
archiving software

- Automate and accelerate archiving
- Flexible by design
- Secure access to archived documents
- Choose the solution that's right for you
- Protect your investment

# Archiving made easy



## Océ PRISMAarchive software

### Powerful, high-volume archiving software



What if you could archive, access and retrieve a full range of documents – easily and with complete security?

Océ PRISMAarchive is a powerful archiving software application designed to automate and accelerate your high-volume print- and scan-to-archive workflow.

The versatile archiving tool accepts a full range of data input formats, offering your customers and staff convenient access to archived documents – with the highest level of built-in security. For even more archiving flexibility, you can publish documents to CDs and DVDs. All of these capabilities are unified into one fully web-based GUI for simple, intuitive storage, access and retrieval.

# Powerful, high-volume archiving software



## Automate and accelerate archiving

Everything about this powerful software solution is engineered to make the archival process fast, easy and efficient. With Océ PRISMAarchive software, you can accelerate your workflow in several ways:

- Automate time-consuming archiving processes to work more productively and cost-effectively and get more return on your technology investment
- Accelerate archiving using a convenient archive link that integrates into Microsoft® Office® and Adobe® Acrobat®
- Archive via web upload, to hot folders, using an Application Programming Interface (API) or Command Line Interface
- Re-print short runs easily and efficiently. For example, print invoices for a month as one large AFP job and when a request comes in for a specific invoice, reprint just the invoice or group of invoices you need
- Produce reprints with quality that rivals that of the original print run – eliminating the need for time-consuming document preparation.

## Flexible by design

With Océ PRISMAarchive software, archiving a variety of different data types is easy to do. You can:

- Protect your investment with an open, future-proof solution based on an industry-standard platform
- Archive your documents in industry-standard PDF format using an integrated Adobe PDF converter
- Store high- to ultra-high-volume AFP output in Océ PRISMAarchive software – in its native format

## Secure access to archived documents

With Océ PRISMAarchive software, you can authorize varying levels of access for different users to protect sensitive documents. With simplified search capabilities, you can:

- Provide quick access to archived documents for viewing and reprinting via the intranet or Internet.
- Provide different staff members with varying levels of access rights to data and documents to protect confidentiality.
- Enable web-based viewing and reprint ordering for internal/external customers, protected with the highest level of digital security.
- Specify search parameters such as author, date and customer number for rapid access.
- Locate documents using a full-text search.
- Find documents or content via intelligent search: search PDF files for a word or phrase and the software finds and highlights all exact and approximate instances of the content. The search can then be refined as needed.



## Expand your range of services

What if you could expand your range of services and publish archived documents to CD or DVD? With Océ PRISMAarchive software, you can. For added convenience, an integrated, web-based, full-text search engine enables users to search documents offline. Océ PRISMAarchive software integrates smoothly with other Océ PRISMA software products. Simply specify how you want to use the archiving software based on your unique requirements. Choose from four options when using Océ PRISMAarchive software:

1. Scan-to-archive
2. Web-based, integrated reprint and makeready archive
3. Reference and local reprint archive
4. A stand-alone archiving solution

### 1. Scan-to-archive

With Océ PRISMAarchive software, you can set up a digital file cabinet and:

- Organize a digital archive for all scanned documents providing staff and/or customers with convenient, webbased access
- Publish to CD or DVD with an integrated, web-based search engine, providing a new service that expands print-for-pay revenue-generating opportunities

- Easily import scanned files to the archive using Océ VarioPrint® interactive scan consoles to automatically archive TIFF or PDF files with index data (number) After archiving, you can use an external database link to search archived data by other parameters such as name or address instead of a number.

### 2. Web-based, integrated reprint and makeready archive

With Océ PRISMAaccess workflow software, you can archive entire print jobs - including the job ticket - and use this archive capability to create a web-based print-on-demand ordering system.

Web-based, integrated reprint and makeready capabilities are ideal for a variety of environments and applications. Use the integrated reprint and makeready archive for documents like course booklets for colleges or universities, a full range of manufacturing documents, technical documentation and manuals with mixed media, tabs with captions and more. When integrated with optional Océ DPconvert software, you can easily migrate your Xerox RDO library into an open PDF workflow. What's more, you can use these capabilities to simplify reprinting. And you can set up a makeready archive that provides a convenient portal for organizing your prepress workflow.



# Archiving made easy

## Powerful, high-volume archiving software

### 3. Reference and local reprint archive

With Océ PRISMAarchive software, you can digitize and store transactional documents like invoices and statements to create a reference archive. Call center agents can use the reference archive during calls to see exactly what customers see on a paper invoice instead of a limited ERP view.

Combine these products to create a reference and reprint archive:

- Océ PRISMA<sup>satellite</sup> for ERP<sup>®</sup> output management system: archive printed job as PDFs with metadata to enable efficient search capabilities.
- Océ PRISMA<sup>production</sup>: to access entire AFP print jobs for reprinting, conduct structured searches and view individual documents. In addition, you can archive AFP print jobs along with all associated resources and index data (e.g. fonts and overlays).

Using Océ PRISMAarchive software as a standalone product, you can archive any type of data in its native format, as long as you have the appropriate software for viewing or install a central converter to convert the archived file to TIFF or PDF for viewing in real time.

### 4. A stand-alone archiving solution

In addition to viewing documents, you can import documents from customized hot folders, Command Line Interface, Application Program Interface or web-based archives.

For Microsoft Office or PDF documents, an optional plug-in creates an integrated archive button that allows users to add documents to the archive directly from any Microsoft Office or Adobe Acrobat program – with just a few mouse clicks. With an integrated Adobe PDF converter, you can archive office documents using native and/or PDF format.

### Scalability is built in

Scalable Océ PRISMAarchive software, based on an industry-standard database for future migration, is designed to grow with your organization. Choose the functionality you need now with the assurance that you can add more archiving power later as you need it.

- Choose the number of import modules based on type of data – native, print or scan data - or the number of applications, such as Océ PRISMA<sup>access</sup> software
- Select the number of concurrent users who need to access the archive
- Specify the amount of data storage capacity required.

## Océ PRISMAarchive 2.8.20 Technical specifications

Standard connections can be made from Océ PRISMAarchive to the following Océ products:

- Océ multi-functional printers like the Océ 31x5, Océ VarioPrint 1000 series, Océ VarioPrint 2000 series
- Océ PRISMAaccess
- Océ PRISMA satellite for ERP
- Océ PRISMA production Server

Other connections to non-Océ products can be created on a project-by-project basis. Using the Open Storage Interface, you can create connections to all types of storage systems that are not based on NTFS.

## Hardware/platform requirements

### For client/server architecture

#### Operating system

- Microsoft Windows 2000 (last SP)
- Microsoft Windows 2003 Server (last SP) (32 bits)
- Microsoft Windows 2003 Server R2 (last SP) (32 bits)
- Microsoft Windows 2008 Server (last SP) (32 bits)
- Microsoft Windows 2008 Server R2 (last SP) (64 bits)

#### Database

A local or central SQL Server may be used. The database is used to keep the documents structured indexing information and the system configuration. The documents are stored separate (see Storage Systems below). A Standard or Enterprise edition is recommended for big archives, high load and high performances.

- Microsoft SQL Server 2000 (last SP)
- Microsoft SQL Server 2005 (last SP)
- Microsoft SQL Server 2008 (last SP)
- Microsoft SQL Server 2008 R2 (last SP)

But a small and free edition is sufficient to start with a small archives and limited load:

- Microsoft MSDE
- Microsoft SQL 2005 Express Ed.
- Microsoft SQL 2008 Express Ed.

## Other Required Components

The following Windows components must be installed:

- Microsoft Internet Information Server (IIS) V6 or higher
- Microsoft SQL Database (see Database for details)

Optional:

- Microsoft Indexing Service (if full text search capabilities are required)
- EMC2 Centera Server (if needed)

## Storage systems

Documents may be stored on the local disks, on some Network Attached Storage (SMB capable file server) or on EMC<sup>2</sup>-Centera systems. Extensions may be created to access other storage systems.

## Client prerequisites

- PRISMAarchive Web interface and the job console web interface require Internet Explorer 6.0 (or higher) or Firefox 3.0 (or higher).
- CD/DVD produced by the CD/DVD publishing requires Internet Explorer 6.0 (or higher) or Firefox 3.0 (or higher).
- The full text search capability uses the Microsoft Indexing service. This service requires some plugins (IFilters) to parse the various document types. The most used are available for free (simple text, html, PDF, MS Office) and some may need to be bought.

## For the Microsoft Office Archiving tool:

### Operating system

- Microsoft Windows 98
- Windows 2000
- Microsoft Windows 2000 Server
- Microsoft Windows XP (Professional and Personal editions)
- Microsoft Windows Vista
- Microsoft Windows 2003 Server

### Microsoft Office

- Microsoft Office 2000
- Microsoft Office XP
- Microsoft Office 2003
- Microsoft Office 2007

### Adobe Acrobat

- Acrobat Reader (8 and 9)
- Acrobat Professional (from 6 to 9)

## Typical hardware requirements

### Processor

- Intel Pentium Dual Core 3.0 GHz 32 or 64 bits. An Intel equivalent (like AMD) or VMware GX server that conforms to this performance demand can also be used

### Memory

- For Océ PRISMAarchive stand-alone: >= 2 GB
- For a combined installation of Océ PRISMAarchive and Océ PRISMAaccess on one server or when installed on a VMware server: 4 GB

### Hard disk

- The disks size is one of the key points for the scalability. This defines the limit for the number of documents that the system can store and the number of new documents that the system can accept and process at a time. The size must be calculated according to the customer requirements (amount, size and retention period of the documents to keep).
- Disk space must be allocated for the operating system, the database (on the SQL Server computer if not local), the archives (locally or on the network), the content indexing archive (when full text search is used) and the working folders.
- The disks speed is one of the key points for the global system performances. Performances may be increased by using high performances disks, using several independent disks, some RAID configurations, fast networking (for Network Attached Storage). When the system grows, new archives may be created on new supports, old archives may be moved to another place and the database may be transferred to another SQL Server.

# Beyond the Ordinary



## Printing for Professionals

Océ helps the people who make our world. Companies everywhere use Océ technical documentation systems in manufacturing, architecture, engineering and construction. Each week, high speed Océ printing systems produce millions of transaction documents such as bank statements and utility bills. And in offices around the world, people use Océ professional document systems to keep the wheels of business and government turning. Océ is also at work in publishing on demand, newspaper production, document management outsourcing and wide format colour for spectacular display graphics. It all helps our professional customers go 'Beyond the Ordinary' in printing and document management.