

WebView 6

Browser Based Solution...

A full-featured browser based solution that allows organizations to manage their records *online*.

1.800.603.6302



What is WebView 6?

Users can now access FileOnQ via a web browser that allows them to enter, edit, view, and request records. They can also print reports and barcode labels. FileOnQ is already

the leading records and information management system...and it just got **BETTER** by giving you "a NEW View OnQ"!



Enter New Records from Anywhere

Users can enter or edit records from any computer with intranet, or via Internet access, if required. They can even print barcode labels and any of your custom tailored reports directly from within WebView.



Add and Upload Electronic Documents from Anywhere

Customer's who have purchased the optional Document Collection and eDocs Modules can also allow remote users to not only view electronic documents, but add, upload, and attach electronic documents as well. *(The option to apply upload restrictions as to file type and file size can be setup.)* This allows all pertinent and required documentation of a given business process to be collected, managed, and shared closer to real-time. As a result, all knowledge workers have faster access to the information they need to make faster and more informed decisions.



Viewing and Requesting

All of the great searching, viewing, and requesting capabilities of WebView are still there. WebView users can still search for records (or groups of records) and then submit requests

for required files – reducing all the phone calls and wasted trips to the file room for files that may not be available.

WebView 6 Features

New File Creation: Create new file records from any computer with intranet, or even Internet access, if required.

Worklist: Maintains and saves a record of all records that you are working on. You can easily log out and pick-up where you left off at any time.

Label Printing: Print customizable black-n-white barcode labels with text to any Windows compatible printer. These labels can be printed in roll-fed or Avery label formats.

Add and Upload Electronic Documents: Not only can users view electronic documents, but they can be allowed to add, upload, and attach electronic documents as well.

Report Printing: Print any of your custom tailored reports directly from within WebView.

Key Benefits

Worklist

WebView 6 maintains and saves a record of all records that you are working on. You can easily log out and pick up where you left off at any time without losing work. You can even shut down your computer and move to a new location and still have your worklist preserved for easy retrieval.

Reduced IT Overhead

WebView 6 will save installation time and give users instant access. Departments with a large number of PC's will no longer be required to install (and update) a desktop client on every computer. Installation and maintenance is a snap.

WebView 6™

The following is an overview of the enhancements provided for the FileOnQ™ WebView 6™ release.

NEW 6.1 Active Directory Integration

Description: Active Directory Integration provides AD-based authentication and authorization facilities within the FileOnQ suite of applications. Administrators are able to authorize groups of users for application access, and grant specific roles and permissions within applications. Users do not have to remember multiple passwords; their existing domain credentials can be used to authenticate them within specific application. Active Directory Integration can be configured to either automatically authenticate/authorize the current domain user – authenticated on a computer – without prompting for his/her credentials, or can be configured to always prompt for the credentials. This can be useful on shared common-area computers, or when security policies require it.

Key Benefit: There are many benefits to enabling AD integration; central user/group management and central password management policy. Access to FileOnQ application is denied when a user's domain account is disabled or locked or when the password has expired. This facilitates FileOnQ applications' compliance with organization policies and network access rules; when an employee leaves the organization, administrators only need to disable the employee's domain account instead of having to administer user accounts in numerous disparate applications.

Adding and Editing Records:

Description: WebView 6 is no longer just a great way to provide a large group of users with a simple way to search, view, and request records within their FileOnQ application using only a web-browser. Using only their browser within an Internet or intranet connection they can now easily add and edit records.

Key Benefit: Organizations can now provide adding and editing functionality within their FileOnQ solution to a larger internal group of users, or users spread over numerous offices, or even users who work remotely. This greatly increases the number of users who can leverage and contribute to their FileOnQ solution – without adding to the support and installation work-load of their IT staff.

Enhanced User Interface

Description: The WebView 6 interface has been completely re-written. And while it has the same familiar, easy-to-use basic navigation layout there are a number of great improvements. For example:

- The **Browse View** has been improved so that query results can now be easily.
 - Grouped by dragging-and-dropping column headings,
 - Sorted by clicking a column heading,
 - Columns and rows can easily be re-sized for optimal viewing.

- The new WebView **Icons and Toolbars** make navigating pages, records and initiating actions even

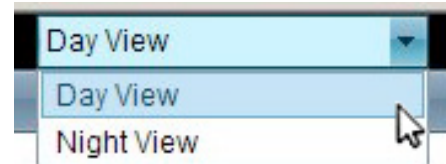


more streamlined and intuitive.

- The overall **Color-Scheme** of WebView can be autocratically or manually configured for optimal viewing based on lighting conditions, for example outdoor versus indoor.

Key Benefit: WebView (and FileOnQ Desktop Client) continues to be the most robust, feature-rich application of its kind, while continuing to be the most user-friendly and easy to use.

- **INTERFACE TOOLBAR:** "New Items" sliding worklist's toolbar on the "New Item" page
- **INTERFACE TOOLBAR:** Clear Worklist that allows the user to clear the currently viewed worklist
- **INTERFACE TOOLBAR:** View Item page to provide the ability to create a new item based on an existing item (currently viewed)
- **NEW 6.1 INTERFACE:** New skinning mechanism to control presentation colors, provide consistency and reduce eye fatigue. The new WebView 6.1 provides a color scheme selector on the top-right of the screen (including the login screen) for quick switching between Day and Night views.
- **NEW 6.1 INTERFACE:** Added Calculated field property with the ability to attach a calculation formula.
- **NEW 6.1 INTERFACE:** Support for Time Field Formatting with hour/minute ranges.
- **NEW 6.1 INTERFACE:** Support for Currency Formatting.
- **INTERFACE:** Added My Location feature on the "General Settings" tab of the "My Settings" page The "My Location" setting will be used to facilitate the delivery of requested items to your physical location, and is usually set to your name or a location that represents you.
- **INTERFACE:** Added My Default Storage Location feature on the



Worklist contains 102 items.

Worklist: General Worklist [Request] [Remove] [Clear]

Drag a column header and drop it here to group by that column

	Barcode	Case Number	Item Number	Crime Code
<input type="checkbox"/>	100000119	43432	1	0.555555556 - D W I / C


Worklist contains 102 items.

Worklist: General Worklist [Request] [Remove] [Clear]

Drag a column header and drop it here to group by that column

	Barcode	Case Number	Item Number	Crime Code
<input type="checkbox"/>	100000119	43432	1	0.555555556 - D W I / C

"General Settings" tab of the "My Settings" page. The "My Default Storage Location" setting will be used as the home location for new Items and Boxes that you create. The system will automatically place items you create into this location.

- INTERFACE: Ability to re-size columns on all search result grids (similar to how Excel works)
- INTERFACE: Ability to re-arrange columns (by dragging) on all search result grids
- INTERFACE: search result and worklist grids now expand horizontally when columns are resized
- INTERFACE: New skinning mechanism to control presentation colors and provide consistency across the application. Choices are:
 - Auto: setting automatically adjust based in time of day and is configured by an administrator.
 - Dark (Night): is designed for viewing WebView in dark environments such as vehicles at night.
 - Bright (Day): is a brighter scheme that is designed to have good contrast and eye comfort in bright and normal office environments.
- INTERFACE: New Items initiated from the "View Items" page will preserve the Carry-forward functionality
- INTERFACE: New items can be created based on an existing record directly from the View Item page (see toolbar button).
- INTERFACE: easier to use Forgot Password form.
- INTERFACE: Site Settings page modified (consolidated security tab)
- INTERFACE: improved carry-forward functionality.
- PERFORMANCE: Improved page loading times and rendering of large record counts.
- PERFORMANCE: Improved load times for larger dropdown lists.
- PERFORMANCE: improved Date/calendar load times
- SEARCHING: Ability to group search results by dragging a column header to the grouping panel (try it, useful and very neat!)
 
- SEARCHING: Quick Search can now be set to a lookup field; the system will use a wild search on Lookup Values for the assigned lookup category. e.g. entering "computer" (without wild card characters) would find any lookup value that contains the word "computer", such as "Portable computer" and "computer disk"
- SEARCHING: Date field on SearchByValue page now allows for partial SNF combination search values...
 - e.g. to search by year 2001, use cursor within field to skip the month and day parts and enter 2001 in the year part
 - e.g. to search by month of March, enter 03 in the field (field will look like "03/_/_") after tabbing away from it)

eDocs & Imaging Module:

Description: WebView 6 not only allows for the viewing of digital images and electronic documents, but now users can add and upload electronic documents as well.

- The new document upload feature allows documents to be uploaded one-at-a-time or in batch
- System administrators can set limits on the types and size of documents that they allow users to upload and add

Key Benefit: WebView users have always enjoyed the convenience and time savings of viewing and printing electronic documents and images; but now that the ability to link and upload these documents is even easier to provide to a wider audience, eDocs is all the more powerful as a tool for managing these crucial assets.

- EDOCS: Multi-file upload capability
- EDOCS: improved naming controls and the ability to add notes

Worklist:

Description: Just like FileOnQ Desktop users, WebView users can now automatically create worklists for new items they've entered in order to streamline the printing of barcode labels or reports. They can also (like FileOnQ Desktop users) create worklists from query results for common actions (printing labels or reports, requesting, etc) they wish to perform on an otherwise disparate group of records. In fact, a user's worklists are available to them regardless whether they are logged into WebView or the Desktop.

Key Benefit: The new Worklist functionality within WebView works hand-in-hand with the new adding, editing, and label and report printing features to make performing these various functions easy as 1-2-3.

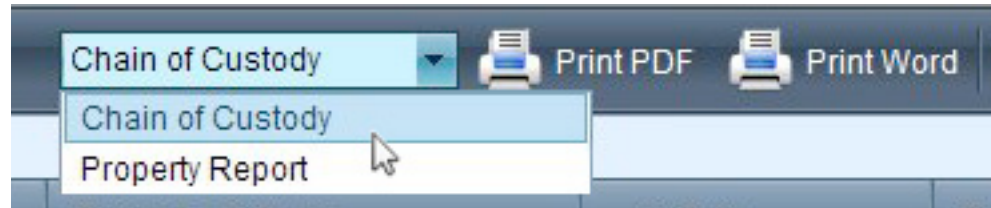
Worklist					
Worklist contains 2 items.					
Worklist: New Items Request Remove Clear P&E					
Drag a column header and drop it here to group by that column					
<input type="checkbox"/>	Barcode	Item Number	Case Number	Case Officer	Event Date
<input type="checkbox"/>	100000159	12	49-08283	Cowen, Laura (733)	5/1/2009 12:00:00 AM
<input type="checkbox"/>	100000160	13	49-08283	Cowen, Laura (733)	5/1/2009 12:00:00 AM

- **NEW 6.1** Added "New Items" worklist - new items are automatically added to this new worklist
- New dropdown on the Worklist, Search Results pages that lists Crystal Query Reports and enables running them on selected items
- Added a new toolbar button to the "Worklist" page to allow clearing the currently viewed worklist.
- New Worklist added (New Items), viewable from the Worklist page and used when new items are added
- Search Results pages that lists Crystal Query Reports and enables running them on selected items

Reports:

Description: WebView now provides the ability to run and print out all of your custom reports (Crystal reports) that have been added and are available through the Desktop Client.

Furthermore, it does so in an intelligent way so that the reports menu only shows query reports (that run against the results of a query) after you've performed a query. And reports with fixed or prompted parameters display only when appropriate for them to run.



Key Benefit: With the ability to run reports WebView users can now not only view records, but run and print the report. These reports contain the essential information they need to capture and organize in order for them to effectively perform their roles within an organization.

- **NEW 6.1** PRINT/REPORT: Modified Crystal Reports output to generate reports in PDF format and send them back to the browser instead of showing the viewer.
- **NEW 6.1** PRINT/REPORT: WebView 6.1 also prompts the user for parameters embedded into the report.
- **NEW 6.1** PRINT/REPORT: Added Word Document format to Crystal Reports output.
- PRINT/REPORT: Print the same reports you are used to in the Desktop application. Query-based reports (reports based on the results of a search/query) can be accessed from the toolbar of any search results page and from the Worklist page. General reports (those not based on a query) are accessible from the top "Reports" menu. PRINT/REPORT: Reports menu that displays all non-query Crystal reports
- PRINT/REPORT: Print Crystal Reports

Labels:

Description: WebView now provides the ability to print barcode labels for new or existing records within the system – one-at-a-time or in batch. Multiple label designs can be utilized if needed.

Key Benefit: With the ability to add or edit records within WebView, printing barcode labels provides a complete solution for the creating of new, trackable items for an even larger, and perhaps remote, user base.



- ADMIN: install and update packages now include the barcode font required to print labels
- ADMIN: New option added in the "Site Settings" section that allows Administrator/installer to set the default barcode design.

Other Features and Enhancements Included:

- **NEW 6.1** ADMIN: Support for Windows Authentication
- ADMIN: Ability to specify the location and name of the applications list file (default is ServerProfiles.xml) via the web.config application settings "serverprofilesfilename" and "serverprofilesrelativepath". This would allow two WebView applications to run on the same site but use different application lists.
- ADMIN: Improved Record Filtering Security

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OUR COMMITMENT: FileOnQ continues to invest millions in research and development, which is driven by the requests and needs of our customers. While we continue to develop with the latest technologies and platforms, our mission is to produce products that are most user friendly, provide the best productivity gains and have the lowest cost of ownership on the market. It is FileOnQ's commitment that all of our upgrades deliver productivity gains and value that far exceed the dollar investment required to implement those upgrades.

****DISCLAIMER**

Delivery of the enhanced features outlined in this document are subject to the purchase of the 6.0 product upgrade and the corresponding module(s) from which the functionality is made available.