

Operations - Intelligent Document Preparation

Compose and manage highly-personalized documents accurately and quickly.

Proprietary software is designed specifically for the creation and management of complex printing and archiving of mail documents. It combines the analyzed data file with all the variable images, logos, signatures and special characters and, along with our Message Management system, composes the images to be printed. And it works with our production software and equipment to achieve a multitude of state-of-the-art imaging capabilities.

Document composition utilizes all of the information stored in our technologies and relates it to the appropriate recipient, composing the communication. Our data conversion process transforms the information into database architecture, creating a document database. A customizable table system allows us to capture and maintain data that can be used to build variable documents targeted to individual customers.

- Facilitates customer processing at the individual level for targeted documents.
- Facilitates highly personalized content on an individual level using static data such as fixed pricing, graphics, design elements and logos housed in our table systems.
- Works effectively for direct mail, dynamic billing statements, customized insurance policies, one-to-one marketing letters and transpromotional documents.

Document Features

The intelligent document is linked to our hardware and software equipment and can achieve all of these features for you.

- Can make any number of text files variable to a specific document
- Formatting of variable data
- Left/center/right justification
- Bold/underline/italicize
- Change case (upper, lowercase)
- Print test samples without stopping live production
- Print Barcodes/Scan Lines
- Print foreign language character/symbols
- Print logos or digital signatures
- Pre-print and use custom stock/envelopes
- Address certification for bar coding
- Multiple fonts used throughout text
- Duplex printing
- Wrap variable text if length exceeds margins
- Handle multiple variable fields in body of letter
- Roll to back or second page if exceeds length of page
- Ability to use envelopes with windows perforated page
- Use of 24 lb. paper for printing
- Reverse block printing
- Use of frames and boxes
- MICR