

# Barfile

## **Addendum to halFILE for Windows™ Document Storage & Retrieval**

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## Barfile: Description of Application

Barfile is a add-on utility to halFILE (version 1.4 or later) which is used to monitor folders on a network and automatically file and index documents as they appear in the folder. Multiple folders can be set up with each folder referencing a particular halFILE database and basket.

Barfile is typically used to automatically file documents captured by the following:

1. External scan or capture applications on the same network. You could scan a multi-page TIFF document with a different scan application, save the document to the appropriate folder and Barfile will file it away.
2. E-mailed documents. If a multi-page TIFF image was attached to an e-mail message, the attachment could be saved to the appropriate folder and Barfile will file it.
3. Ftp scanning applications. FTP or Internet scan/capture applications can ftp multi-page TIFF images to the folder and barfile will then file the document.

An example Barfile application is:

1. Remote users use ftp scanner to scan documents to a host server.
2. Barfile splits the TIFF image into single page TIFF images. These images are placed into the appropriate basket folder.
3. Barfile processes the standard halFILE index routine to add the record to the database by (a) reading the bar code and posting the results into the file number field, (b) auto filling the Date\_Filed field with today's date, (c) deleting the original TIFF image.
4. Overnight Auto Archive archives the images.

## Program Features/Limitations

1. Barfile expects documents that are placed into the folder to be multi-page TIFF images.
2. Base on Barfile.ini settings as well as parameters within halFILE, Barfile will perform all of the features that the halFILE Index module is capable of including Lookups, Bar Coding, Field Auto Fill and integration with Title Plant Closing Applications such as AIM for Windows and SoftPro ProForms.

## Barfile Setup

Select a computer to install Barfile on. Barfile runs all the time, displaying a progress bar. The computer selected should be a low-use user machine or a server. If Barfile needs to recognize bar codes, then the computer must have a Kofax card or the Kofax Adrenaline software engine.

From the Barfile installation disk or folder, run Setup.exe to install Barfile. Select the halFILE program directory for the target folder.

After the application is has been installed, you need to set up Barfile.ini to tell the application where images that need to be filed will be placed. Barfile.ini is placed in the halFILE program folder. The following describes the Barfile.ini options. The parts in curly brackets are documentation only and are not part of the INI file.

[BarFile]	{ The main section for Barfile }
db1=GATHFWPR	{ the database sections that Barfile should check. You
db2=HALHFWBD	can have up to 99 sections db1, db2... db99 sections. Each section referenced should
	have a corresponding section as you see below on this example. The section name must
	be a valid halFILE database name – the first 3 characters is a valid application id,
	characters 4-6 = 'HFW' and characters 7-8 is a valid database id)
IntervalWait=15	{ number of seconds to wait after each cycle through all the sections }
FieldTop=100	{ barfile program screen position – top }
FieldLeft=100	{ barfile program screen position – left }
FieldWidth=550	{ barfile program screen position – width }
FieldHeight=100	{ barfile program screen position – height }
OnePass=TRUE	(TRUE indicates that Barfile makes one pass through each configured database and then
	stops. FALSE indicates that Barfile continuing process until interrupted by the F10 key)
[GATHFWPR]	{ the first database section }

ImageFolder=c:\gathfwpr\ {the folder where images will be placed}  
 TargetBasket=Import {the basket into which the images will be split. This must be a valid basket for the designated database}

NoIndex=FALSE {NoIndex=TRUE indicates that for this database, images are split and placed into the basket but no indexing is performed}

[HALHFWBD] {a second database section}  
 ImageFolder=c:\halhfwbd\ {the image folder}  
 TargetBasket=Memos {the target database}  
 DisableDatabase=FALSE {DisableDatabase is set to 'TRUE' if you wish to have this database ignored by the Barfile process}  
 NoIndex=TRUE

## Starting and Stopping Barfile

You can start barfile by placing it into Windows Startup folder or by manually starting it.

To stop Barfile, press F10 twice. The next time the program cycles (based on the Interval Wait), it will unload.

## Notes

1. Barfile requires a 32-bit Data Source to the halFILE database.
2. If Barfile fails to connect to the database, the DisableDatabase tag in Barfile.ini is set to TRUE. You must correct the ODBC datasource so the database connection can be successfully made and edit the Barfile.ini and set the DisableDatabase tag back to FALSE.