



## Title Industry Features for halFILE™...

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The hal programming staff has been hard at work extending the support for the Title Plant application in *halFILE*. These extensions have been bundled into the release:

- **Base Edit Property Features.** Custom data entry screens have been created for Section-Township-Range and Subdivision-Block-Lot property types. These make data entry easier with greater validation. Up to 4 quarter “cuts” may be selected from a map to ensure accuracy to within 2.5 acres. Supports "closing" or "vacating" platted property.
- **Prior Reference Lookups.** This feature lets you set up Search so halFILE will automatically search for documents listed in the prior reference field.
- **Pending Order Subsystem.** This system helps identify documents that come through the system between the time the initial Title Search is performed and the Closing.
- **Closing Package Support.** You can link halFILE with the following closing packages: SoftPro, AIM for Windows, DataClose, RamQuest Complete Closing, TitleTrac, VAX/AIM and others. See ‘Print to halFILE’ feature below.
- **Plant Certification Date.** This feature lets you restrict searches to find only documents that have been certified through a given plant date.
- **Smart Name Search.** This provides the capability of a user defined Soundex/smart name search and finds all the different spellings and nicknames from entering a single name.
- **Internet Plant Access.** Our new companion product *e.halFILE* allows access to your Title Plant or Policy data and images over the Internet.
- **Print to halFILE from Closing Software.** Now you can electronically ‘print’ (put away a copy) and ‘index’ documents prepared by Windows Closing software directly into the halFILE Imaging System, without printing and scanning.

## Other New Features of the halFILE Imaging System

- **Email and Fax Integration -** This feature provides support for any MAPI compliant Email package and most fax software. This allows you to search and view a document, annotate it with notes or affix a signature or date and then Email it to anyone in the world with an Email address.
- **Sticky Notes** – Provides the capability to “attach” notes to documents; notes can be printed.
- **Short Cut Names** – This feature allows you to enter an abbreviation for commonly used names and the system will automatically fill in the whole name for you.

- **OCR Support** – Provides the capability to utilize Image for Windows Professional Edition for "real-time" Optical Character Recognition within halFILE.
- **Thumbnails** – Provides the capability to view multiple pages of a document on a single screen.
- **Associated File Support** – Provides the capability to store files from various vendors (such as Word, Excel, Word Perfect, Acrobat) in the native file format and when retrieved to automatically open the particular application for viewing.
- **Custom Search** – Provides the capability to design search criteria for specific users.
- **Index/Verify data entry** – This feature provides a verification step in the data entry of vital Title Plant information. A second data entry operator re-keys the index information. The system compares the two and, if different, flags the operator to correct.
- **Field Masking** – Provides the capability to “mask” fields, such as date fields, account number fields, and social security numbers, to eliminate the “dashes” or “slashes”.
- **Barcode Support** – Provides the capability of support for industry-standard barcodes.
- **Document Level Security** – Provides the capability to have security based on the type of document.

## Support, Training & Documentation

The most important feature of any software product is the technical support provided after the sale. Having been a software and service company for over 29 years, we know this very well. We pride ourselves in delivering timely and quality technical and application support to all of our clients. *We are not reselling software written and developed by someone else.* It is our software, therefore we can support it properly. We have qualified personnel with years of real-world experience in all aspects of computer hardware and software. We are Novell, Microsoft NT and HP certified and have *installed, trained and supported* over four hundred Local and Wide Area Networks (LAN/WAN's) and thousands of computers since 1974.

We employ qualified personnel to help with planning, design and implementation of your imaging system. We installed our first halFILE turnkey imaging system over fourteen years ago, and now have over 300 imaging installations in 30 states. We would enjoy the opportunity of working with your company. Please call us for a demonstration of how this quality software product can improve your operations.



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