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News Release

For Immediate Release

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Million Image Award goes to Stewart Title of Kansas City

hal Systems is pleased to announce that **Stewart Title of Kansas City** has been awarded the **Million Image Award** for scanning 1 million pages using **halFILE** Document Management System. The system went into production on October 1, 2001. By May 7, 2002, more than 1.1 million pages were scanned and indexed with **halFILE**!

Stewart Title of Kansas City is comprised of 26 offices in the Kansas City area (Missouri and Kansas). The offices use **Savin 2545** multi-functional devices to image policy files. A streamlined workflow method, developed by Stewart and hal Systems personnel during the installation phase of the project, enables a large number of documents to be entered into the system with minimum personnel resources. The system utilizes many advanced **halFILE** features such as VAX AIM integration, Barcode Recognition Server, Print to **halFILE**, and Fast Import. The result is an integrated, easy to use, easy to manage system, with little data entry but maximum search and retrieval capability.

New Orders

1. New orders are entered into the VAX AIM system.
2. A FOCUS report is run daily to extract information from the VAX AIM system. A program provided by hal Systems then reads the report and populates a SQL Server database with the information. This information is available when **halFILE** documents are indexed using hal Systems unique "lookup" feature.
3. Orders are received via e-mail or fax. **halFILE's** "Print to **halFILE**" feature is used to print the order to the **halFILE** printer. This converts the print job to a TIFF image document and automatically imports it into the **halFILE** Electronic Storage database.
4. The indexer enters the order number into **halFILE's** index screen. The order number is used to extract information from the VAX Aim lookup database and populate the rest of the data entry fields.
5. If other documents exist for the order, they are automatically updated with any changes to the VAX AIM order information.

Production Documents

1. The Stewart Production Department generates the Title Commitment and Policy, and using a macro feature of their Reflections software, saves these as TIFF image documents to a file folder for the order.
2. When the Order closes, hal's Fast Import program is run to import the completed order into **halFILE**. The document is automatically indexed by File Number, Department, Document Type, and Revision. The lookup feature is also used to automatically post VAX AIM information.

Escrow Documents

1. The Escrow Department uses hal's Barcode Print utility to print bar sheets containing File Number, Department and Document Type. The bar code sheet is scanned along with the related supporting documents using the Savin devices, which places them into an Import folder on the main server.
2. hal's Barcode Recognition Server automatically indexes documents as they are placed into the Import folder, indexing them by reading the barcode information for File Number, Department, and Document Type. The lookup feature is also used to automatically post VAX AIM information.
3. A Crystal Report was designed to print any documents with a blank File Number. This identifies any documents where the bar code could not be read.

Document Retrieval via the Web

Document retrieval is done over the Internet using **e.halFILE**. The desktop **halFILE** is also used for Back office functions via Windows 2000 Terminal Services.

With this complex, yet easy-to-use design, Stewart Title of Kansas City has developed a successful Document Management System in record time! Six months and 1.1 million images attest to that. hal Systems is proud of the accomplishments of the personnel of Stewart Title of Kansas and pleased to recognize them with the **Million Image Award**.

hal Systems Corporation has been providing quality software solutions for 28 years and imaging solutions for the last 12 years. **halFILE** is installed at over 300 companies nationwide in a variety of organizations including title, government, healthcare, insurance, and financial institutions.

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