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**Document
Repository** v 3.0

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1.0 Product Brief

1.1 Introduction

KCompute Document Repository (KDR®) is an enterprise solution for document management and archiving. **KDR®** system is capable of scanning, uploading & retrieving business documents / manuals stored on a centralized document depository server.

KDR® system has been designed to cater the needs of large organizations with various computer users to restrict viewing or editing internal and restricted documents.

KDR® system is fully secure and hacker safe, it restricts distribution and extraction of document once it is secured and hosted.

1.2 Storing Documents

The system provides a powerful interface for storing both electronic and un-scanned documents. The system makes no exception in maintaining, searching, and securing any form of document. Each document can be categorized, classified and assigned keywords to enable searching of that document.

1.3 Scanning Documents

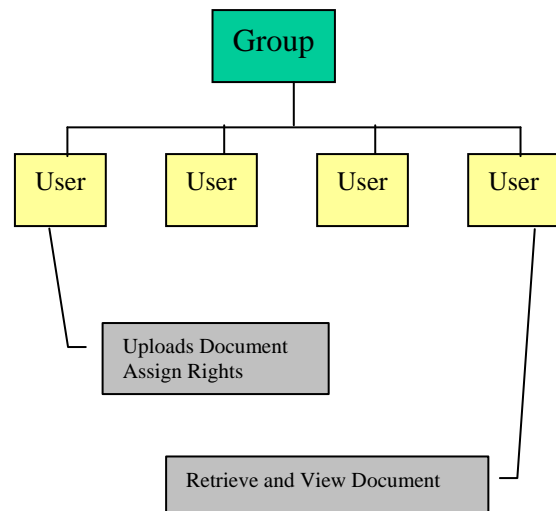
KDR TWAIN Plug-in provides the document-scanning interface to the existing KDR software. This plug-in enhances the KDR File Maintenance Wizard by enabling it to scan and place documents in the archive all by a one-click operation.

KDR Explorer displays the scanned document as well as the other electronic documents in the same manner, in its file list view (the right pane). On opening the document, the Document Viewer downloads the scanned document from the KDR server and displays it for the user.

1.4 Document Organization

Considering a corporate organization structure, KDR allows the organization of documents in a very flexible and comprehensive manner. Documents can be organized in any form of “folders” similar to any standard electronic file system. The hierarchy of folders is user definable and any number of folders can be defined.

1.5 Security



Starting from the creation of a new document, documents moving in KDR shell from server to client and vice-versa follow a very tight security mechanism. Every document is encrypted with standard 128-bit encryption algorithm with multiple levels of internal security checks, both at the client and server side.

1.6 User Management and Rights Assignment

The KDR's User Maintenance Utility allows administrators to:

- ✓ Add, Edit or Delete User's Functional Group
- ✓ Add, Edit or Delete User
- ✓ Assign Rights of Viewing Document
- ✓ Assign Rights of Uploading/Scanning Document
- ✓ Assign Rights of Printing Document

Users will be maintained hierarchically under each **Functional Group**. The user who has the right of Uploading documents will be considered as the **Document Owner**. The Document Owner will be allowed to Update and Delete the same document and will be allowed to Assign Rights to Users for Viewing.

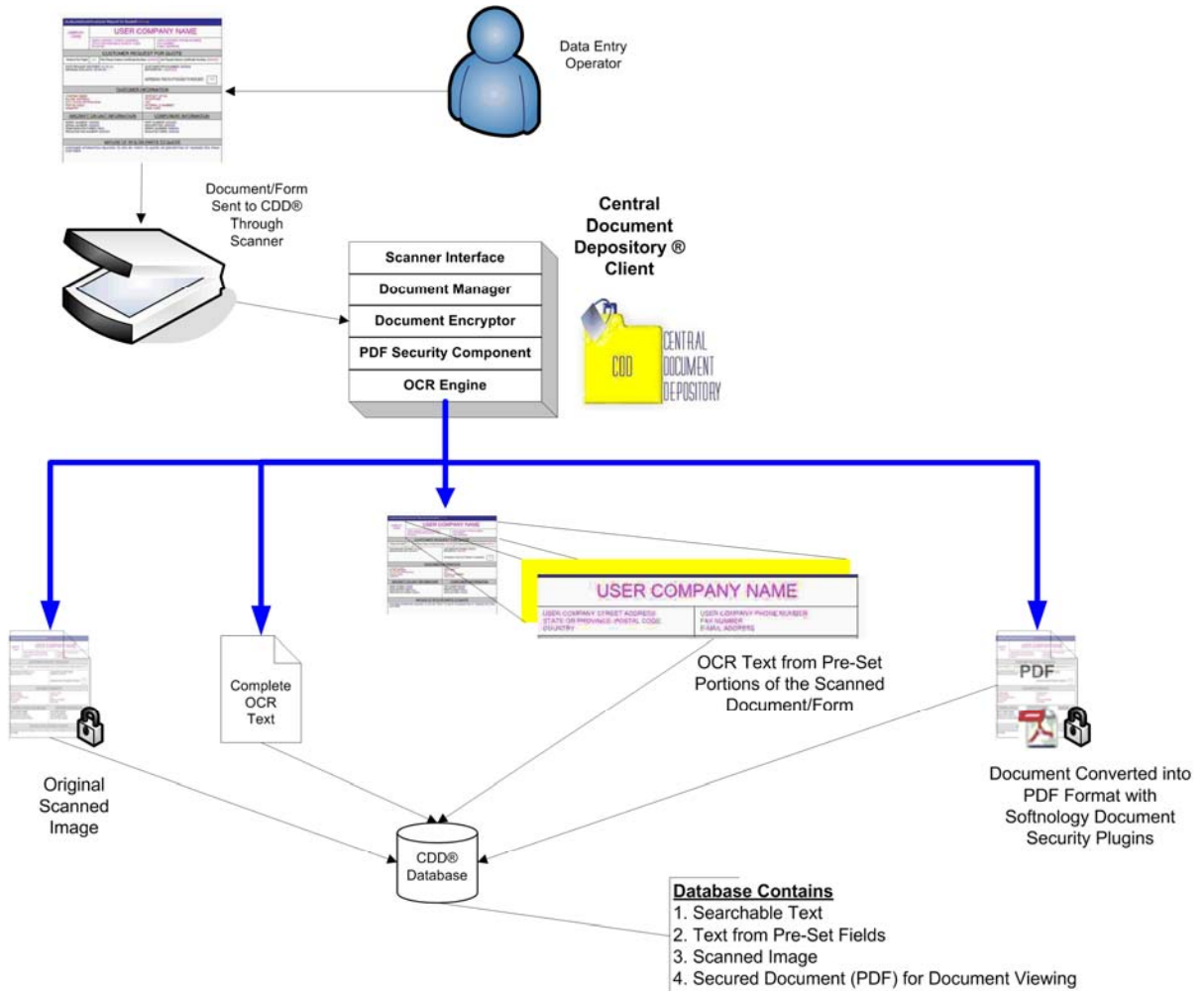
1.7 Searching

KDR File Finder helps you in searching your documents from virtually any perspective. Documents can be searched by providing any or all values in subject, name, document placement, modification dates, category and classification of the document. The definition of multiple keywords also comes in handy when content based searching is required.

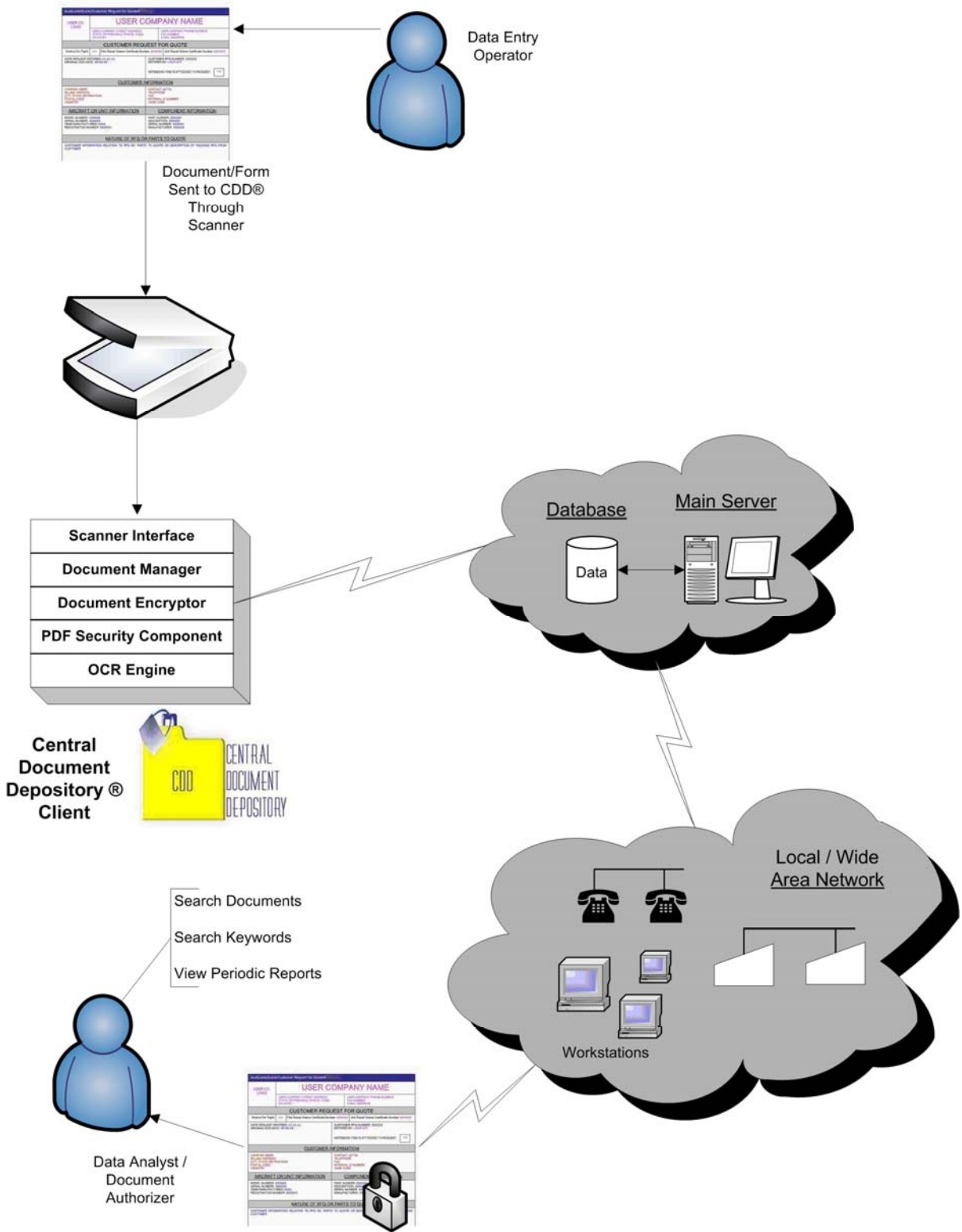
1.8 Optical Character Recognition

All scanned documents are also parsed through KDR Text Recognition tool using OCR technology. The text is stored with the document and is available for searching and retrieving documents.

Scanning and OCR Model



Scanning and OCR Workflow



System Requirements

1.9.1 Main Server

- Operating System: **Microsoft Windows 2003**
- Web Server: **IIS**
- Scripting Support: **AJAX and JavaScript**
- RDBMS Support: **Oracle 9i / 10g or SQL Server 2005**
- Database Connectivity: **OLE DB**
- Securing Documents: **Adobe Acrobat® 7.0**
- Document Server: **KCompute Document Repository**

1.9.2 Client

- Web Browser: **Internet Explorer 6.0 compatible
ActiveX support**
- Scanning Interface: **KCompute Document Repository TWAIN Plug-in**
- Document Security: **KCompute PDF Secure Plug-in**

2.0 Core Benefits

- ▶ The interface is password protected and provides only authorized users to access the documents.
- ▶ Document Owners of KDR® can provide privileges to different set of KDR® users who can accordingly perform functions on the documents independently.
- ▶ Different groups or sections can be created to distinguish KDR® users and their defined paths through an easy automated setup. The documents are stored using 128-bit encryption after compression at KDR® server.
- ▶ The KDR® system has been designed with a purpose to save the network bandwidth so to make effective download and upload of files over intranet.
- ▶ Caches are built with each KDR® client that checks for the requested file in the local cache and downloads if obsoletes.
- ▶ Highly Scalable and Powerful System Architecture

3.0 Why KDR?

- ▶ A Password protected single interface to handle and monitor your files.
- ▶ A centralized server to secure your files.
- ▶ An effective mechanism of working over LAN.
- ▶ A simple method to allocate users to retrieve, view or edit files.
- ▶ A systemize gateway that controls and manage users activities accordingly thus securing data abuse and allow users tracking.
- ▶ A system that even carries structured hierarchy of users and their documents department and category wise.