

Technical Brief

Functionality

Product Description

eArchiver™ is an on-line archival system that provides clients with completely searchable electronic document storage and distribution capabilities. It includes multiple search mechanisms, based on both document metadata and text content, as well as multiple distribution mechanisms: the ability to download a fully searchable subset of the archive, broadcast email and creation of a fully searchable removable medium (such as a CD).

How It Works

Users with Publisher rights load electronic documents and images into a user-defined folder structure in the archive. As part of the loading process, documents are indexed for both metadata and full text search. All common document and image types are supported, including Microsoft Office documents, Outlook (including attachments), PDF, Word Perfect, Lotus Notes, and all graphic formats (JPG, TIFF, etc.)

The archive consists of the documents and images, together with sophisticated search mechanisms, that permit the user to do full content and metadata searches against the documents in the archive. Full phrase, keyword, proximity and Boolean searches are supported. The metadata structure used is selectable by the Administrator and fully customizable, as is the graphic presentation of the site.

Architecture

Loading

Documents and images are loaded from external media (such as a CD) or directly from the operating system folder structure. Paper documents may be loaded after OCR scanning. Documents and images are indexed when loaded. Large documents may be subdivided into sub-documents, each of which is individually coded with metadata, while still retaining links to the master document.

Search, Retrieval, and Distribution

eArchiver™ uses Lucene search technology to produce fast, accurate searches using a broad range of search techniques. Text search supports full phrase, keyword, proximity and Boolean searches.

Retrieved documents may be previewed and accumulated in a Documents Basket for later download. Users can add individual files -- as well as whole archive folders with multiple subfolders and documents -- to their basket. Although *eArchiver™* automatically compresses documents and images during download, it preserves the file structure of existing archive branches. Users print documents and images individually using operating system commands.

The distribution tools include a broadcast e-mail module that allows the maintenance of a complex system of user-defined mail lists, and a CD Builder module that allows output of parts of the archive -- including all the functionalities of the whole system (browsing, searching, and displaying capabilities) --to CD/DVD external media.

Security

eArchiver™ incorporates three levels of security:

- Viewers, who may search and review documents
- Publishers, who may add documents to the archive
- Administrators, who manage all aspects of the site.

Read, write and access are controlled through the application; no DBA work is required. Group and individual permissions may be set at any folder level.

Supported Environments

eArchiver™ is a Java-based application. Internet Explorer v5.5 and NS 6.0 or higher is required.