



# OptiSpool®

## Report Management Software

Are your spool files taking up precious disk space? Reclaim control over your Spool File dilemma with API's automated, electronic solution.

Imagine the enormous savings in time and cost you'll achieve by electronically capturing, processing, distributing and archiving reports right from your IBM iSeries system. Not to mention the freedom of automatic file capture versus immediate printing. Swap those stacks of paper reports for the efficient, automated OptiSpool® solution from Advanced Processing & Imaging (API). With OptiSpool running unobtrusively in the background, you'll cut report management and archiving chores down to size.

### Your Challenges

Printing, parsing and distributing large reports from your iSeries is a time-consuming, labor-intensive and expensive proposition. You have to either print these files immediately because they take up so much precious disk space, which makes your organization a slave to the process. Archiving reports with the correct retention dates and later purging them can be a finicky, manual exercise. Worst of all, it's extremely difficult to search large paper documents to find the information you need.

"We used to print, collate and deliver end-of-month reports to each school, which required huge amounts of time and effort. With OptiSpool, we no longer have to manually handle reports, which saves us up to 10 days each month and ensures our principals have fast access to financial information."

– Computer Operations Director for a leading US Public School District

### Our Solution

OptiSpool is a turnkey electronic report management and archival solution that lets you set preferences and simply go about your work. Operating behind the scenes, OptiSpool automatically captures spool files, processes them and makes reports available online to your organization—no paper involved. With this powerful yet user-friendly solution, reports are accessible, searchable and secure. OptiSpool is a miracle worker for your document retention system—it sets and tracks retention dates and flags reports for deletion.

### Key Benefits

- Compresses spool files to one-third their original size—saving valuable disk space
- Electronic distribution saves paper and mailing costs
- Overlays saves cost of pre-printed forms
- Document retention system ensures industry and regulatory compliance
- Electronic search capability makes it easy to find specific information
- Export to multiple file types, including BMP, GIF, JPEG, PDF, PNG, TIFF, TXT and XLS

### About Advanced Processing & Imaging, Inc.

Since 1996, Advanced Processing & Imaging, Inc. (API) has been helping organizations go paperless with robust enterprise content management solutions. The API portfolio includes electronic document management, records management, imaging, agenda management, workflow and report management systems.

For more information, please visit [www.apimg.com](http://www.apimg.com) or call 800.430.7011.

Paperless Solutions by



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