



PRODUCTIVITY IN FOCUS



PERFORMANCE MANAGEMENT SOFTWARE
FOR MAILROOM AND SCANNING OPERATIONS



Machine Productivity

Track equipment productivity by active run time and total wall clock time. Compare machine throughput by shift, operator, or job. Discover potential machine issues early and minimize downtime.

Operator Performance

Measure operator performance continuously. View volume, throughput, scanning time, and current operator activity. Evaluate individual operators objectively against other operators, target thresholds, or site averages.

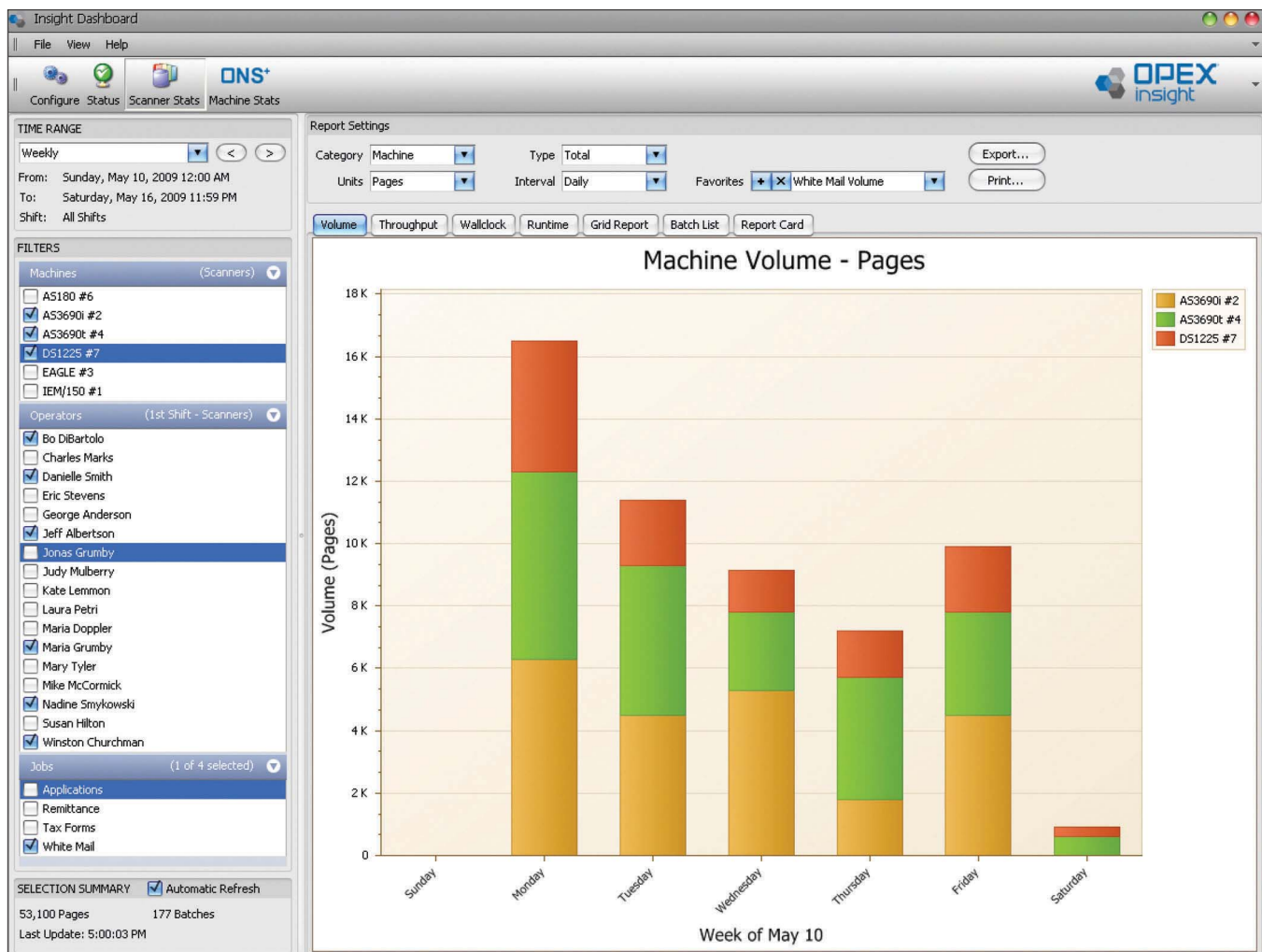
Volume Information

Monitor various system benchmarks such as volume by batch, transaction, and page. Obtain information such as a listing of all completed batches and jobs processed. Produce comprehensive reports that facilitate accurate internal planning, forecasting, and client billing.

Insight into the Whole Operation

OPEX® Insight™ is a software productivity suite that helps unlock the full potential of mailroom and scanning operations using OPEX products. The Insight Dashboard brings immediate visibility to all OPEX equipment through continuous device monitoring and multi-dimensional analysis of performance data. Insight is designed to deliver actionable, operational intelligence to mailroom and scanning center professionals in real-time. With instant access to key performance drivers, managers can anticipate future resource allocation needs, make informed and confident processing decisions, and pinpoint operational bottlenecks.

OPEX Insight consists of three modules that are critical to operating at peak performance: Status, Scanner Stats, and ONS+ Machine Stats. The highly intuitive interface is easy to navigate for novice users, while delivering all of the advanced functionality that experienced professionals expect.



Instant Access to Real-time Information

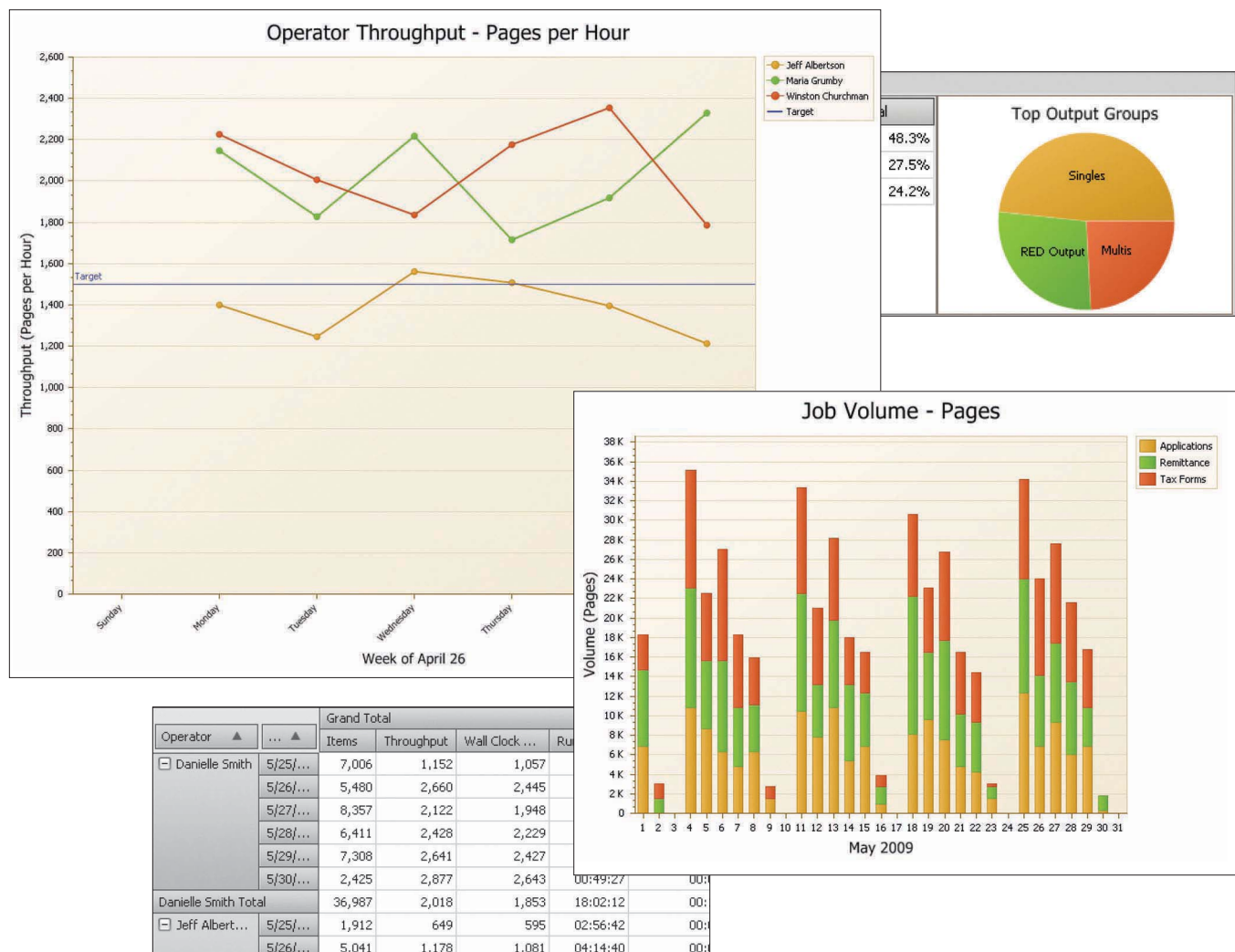
Operations professionals no longer need to manage based on outdated information. It is possible to know what is happening right now. Using Insight Status, all OPEX devices can be monitored in real-time, from anywhere on the network. With a constant stream of data minute-by-minute, users can quickly assess events as they occur and identify potential problem areas before they reach a critical level.

Scanner Activity								
Status	Machine	Operator	Job	Batch Id	Last Activity	Transactions	Pages	Throughput
Active	IEM/150 #1	George Anderson	Remittance	01012095	2:29 PM	100	200	10,086 pages/hr
Active	EAGLE #3	Kate Lemmon	Remittance	03012097	2:28 PM	25	50	12,342 pages/hr
Active	AS180 #6	Jonas Grumby	Remittance	08012100	2:27 PM	12	25	2,154 pages/hr
Active	AS3690i #2	Winston Churchman	Tax Forms	05012098	2:25 PM	2	5	1,822 pages/hr
Idle	DS1225 #7	Jeff Albertson	Applications	10012101	2:16 PM	5	10	1,491 pages/hr
Inactive	AS3690t #4	Laura Petri	White Mail	06012102	2:15 PM	12	25	1,267 pages/hr

Visualization Tools for Proactive Management

OPEX Insight sets the stage for a unified system of predictive operations management. Every Scanner Stats and ONS⁺ Machine Stats Report can be configured to display a variety of charts, tables, and other graphics. Graphs and reports are automatically updated in real-time throughout the processing day.

Multi-dimensional visualization tools expose data relationships that would be difficult to see in traditional reports. This makes it easy to recognize emerging trends and identify volume and productivity fluctuations. As a result, managers can anticipate technology and labor needs in the future. OPEX Insight visualizations also uncover target areas for future productivity improvement efforts.



Informed and Confident Decision-Making

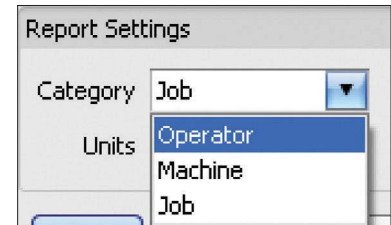
OPEX Insight offers a unique platform from which to view the actual performance metrics of all OPEX equipment. The ONS⁺ Configuration Utility – included with OPEX Insight – is used to unlock machine statistics on all OPEX devices and allows users to modify job and operator settings on all OPEX Rapid Extraction Desks from one central location.

With the machines configured, the ONS⁺ Machine Stats module collects processing data from each OPEX device and aggregates it for analysis across the entire operation. The Scanner Stats module continuously stores data as documents are imaged and batches are created. Both Insight Stats modules provide supervisors with custom reports, advanced filtering, and convenience tools.

Having access to this information empowers managers to make better business decisions based on facts and to respond decisively to operational challenges. Insight incorporates useful tools to customize reports, such as:



The report tabs allow users to quickly select Volume, Throughput, Wallclock, Runtime, and other report types on the Scanner Stats module, and Output, Jams, Rejects, Outsorts, and more in ONS⁺ Machine Stats.



A few intuitive drop-down selections provide hundreds of reporting metrics by Category, Type, Units, and Intervals.

Once created, each custom report can be saved as a favorite to view again with a single click. The Print feature allows users to tailor the appearance of reports and print, email, or save them as PDF files. Export can be used to save report data in XML or Excel-compatible formats.

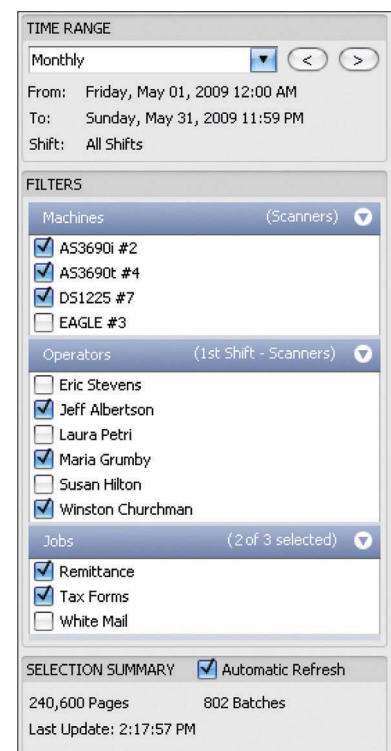
Resource Utilization Analysis Quickly Pinpoints Bottlenecks

OPEX Insight provides all the tools necessary for an accurate assessment of equipment usage and staff performance. By using the advanced filtering tools, managers can isolate and analyze subsets of their operation over a specified time range. Frequently used time periods can be selected with a single click, with additional controls for further flexibility.

Filters allow segmentation by machines, operators, and jobs. Users can select from individual resources, saved groups, or create new custom groups on-the-fly.

Using these tools, mailroom and scanning center managers can quickly and precisely determine the productivity level of their equipment and staff. Insight also provides performance benchmarks and a means of verifying improvements in productivity.

For operations that compensate personnel based on performance, OPEX Insight is an ideal motivational tool. Incentive-based pay demands a level of certainty that builds confidence in staff members. Combining quality tracking metrics and the ability to present an immediate snapshot at any time in the process holds everyone accountable.





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