

Bluelake Document Splitter for Kofax Overview and Instructions

Bluelake Document Splitter is a custom module that is installed and registered within Kofax. Thereafter it is available for association with Kofax Batch Definitions. The Document Splitter custom module converts documents with multiple pages into single page documents, with each new document matching the document class and form type of the document it originally appeared in.

For instance, the following scenario:

Becomes this after passing through the Document Splitter custom module:



System Requirements/Compatibility:

• Kofax Version 5.51 through 9.x

Download and Installation:

A demo download of the application is available from <u>www.bluelake.com/Products</u>

After download, double-click on the exe file to invoke the install. The demo download provides a 15 day fully functional version of the product, which can be converted to a permanent copy by purchasing a license.

Pricing: \$995 – Single Workstation \$1595 – Enterprise License (all workstations tied to Kofax server)

Please see the next page for installation and configuration instructions.

Installation Instructions – Console Application (see further below for Windows Service option):

- Run the installation file DocumentSplitterSetup.msi.
 During the installation, make sure the Kofax Capture installation's Bin directory is selected (Default location: Program Files\Kofax\Capture\Bin.
- 2. After the installation is complete, from the Kofax Administration Module select Tools, Custom Module Manager.
- 3. Within Custom Module Manager, click "Add", and navigate to the DocumentSplitter.aex file that will be found in the Kofax Capture installation Bin folder, as shown below:



4. Click Open to select the DocumentSplitter.aex file, then click on the "Document Splitter" item in the list and click Install, as shown below:

istom Module Ma	Custom Modules	Install Close Help	22
Add	Remove Propert	ies Close	Help

The "Registration Complete" dialog should be displayed, as shown below.



Click OK, then Close, Close to exit the Custom Module Manager.

After installation, the Document Splitter module can be added to a Kofax Batch definition just like any other Kofax module.

When adding the module, make sure to add it after the Document Types have been identified. This is normally after the Recognition step when using Document type separators or form recognition, but could also be after the scan step if using bar code recognition for document types, along with scan-time bar code recognition selected.

eneral Queues Workflow Agents Separation	and Form Identification Foldering) Batch Naming Advanced
Available dubues.	Add >> Add >> C< Remove Remove All Properties	an an Iality Control Iidation Hease
Custom Module Manager Description This module separates the contents of a batch in	o single pages, and propagates the	e document type to each.

Like other Kofax modules, the Document Splitter module can be initiated from within the Kofax Batch Manager module for individual batches, or it can be run as a standalone application by initiating the application directly from the target installation folder.

While running, the application will display a status window as shown below:

Bluelake Docum	ent Split Module	
Status Batch Class:	My Batch Class	
Batch name:	11/22/2010 11:33:40 AM(1 input documents)	

Running the custom module as a service:

The Document Splitter can also be run as a service. The files for the service application are installed along with the application. To install and select the application to run as a service, the Windows service

variant of the Document Splitter custom module must be registered with Kofax, following the same steps as previously described for the console service, but pointing to a different AEX file.

- 1. From the Kofax Administration Module select Tools, Custom Module Manager.
- 2. Within Custom Module Manager, click "Add", and navigate to the DocumentSplitterService.aex file that will be found in the Kofax Capture installation Bin folder.



3. Click Open to select the DocumentSplitterService.aex file, then click on the "Document Splitter Service" item in the list and click Install.

Custom Module Mar	ager 🛛 🕅
Module Name	Movies Tents of a batch Document Splitter Service Install Close Help
Add	Remove Properties Close Help

4. The "Registration Complete" dialog should be displayed, as shown below.

Registration complete.	
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Click OK, then Close, Close to exit the Custom Module Manager.

After installation, the Document Splitter Service module can be added to a Kofax Batch definition just like any other Kofax module.

Batch Class Properties			×
General Queues Workflow Agents Separation a Available Queues: Document Splitter Separation Recognition Server Workflow Agents Separation PDF Generator OCR Full Text Quality Control	nd Form Identification	Foldering Batch Naming Advar Selected Queues: Selected Queues: Selected Queues: Selected Queues: Release	ced
Custom Module Manager Description This module runs as a service and separates the co each.	ontents of a batch into sin	ngle pages, and propagates the do	cument type to

Note: When running as a service, the status window will not be displayed.

Important: The Document Splitter Service is set to Manual startup on initial installation. To use it, you must Start the service, as shown below:

Services		-	_						- O - X
File Action View	Help								
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Services (Local)	Services (Local)								
	Document Splitter Service	Name			Description	Status	Startup Type	Log On As	
		C DHCP Client			Registers an	Started	Automatic	Local Service	
	Start the service	C Diagnostic	Q Diagnostic Policy Service			Started	Automatic	Local Service	
		C Diagnostic Service Host			The Diagno	Started	Manual	Local Service	
	Description	Diagnostic System Host Disk Defragmenter Distributed Link Tracking Client			The Diagno		Manual	Local Syste	
	Eluelake Document Splitter for Kofax				Provides Dis		Manual	Local Syste	
					Maintains li	Started	Automatic	Local Syste	1
		Q Distributed	Transaction Coordinate	r	Coordinates		Manual	Network S	
		Q DNS Client			The DNS Cli	Started	Automatic	Network S	
		Q. Document	Patrice Production	1				Local Syste	
		C Encrypti	Start		Provides th	Started	Automatic	Local Syste	
		Citensib	Stop		The Extensi		Manual	Local Syste	
		Q, Fax	Pause		Enables you		Manual	Network S	
		C FLD/net	Resume		This service	Started	Manual	Local Syste	
		Q Function	Restart		The FDPHO	Started	Manual	Local Service	
		Q Function		tion	Publishes th	Started	Automatic	Local Service	
1		G Group P All Tasks → G Health K Refresh e G HomeG	ent P	The service	Started	Automatic Local Syste	Local Syste		
				Provides X.5		Manual	Local Syste		
				Makes local	Started	Manual	Local Syste		
		🔍 HomeGr	G Properties		Performs ne	Started	Manual	Local Service	
		Q Human	Market Street		Enables gen	Started	Manual	Local Syste	
1		Q IXE and	нер		The IKEEXT	Started	Automatic	Local Syste	
		🔍 Intel(R) Ma	trix Storage Event Monit	or		Started	Automatic	Local Syste	
	Interactive Services Detection		Services Detection		Enables use		Manual	Local Syste	
		G Internet Connection Sharing (ICS)			Provides ne		Disabled	Local Syste	
		G Intuit Quick	kBooks FCS				Manual	Local Syste	
1		🕞 IP Helper			Provides tu	Started	Automatic	Local Syste	
	1 (<u>5</u>	C. IPsec Policy	v Agent		Internet Pro	Started	Manual	Network S	•
<u> </u>	Extended (Standard /								
Start service Document	t Splitter Service on Local Computer								

For more information or assistance, please contact:

Bluelake Software, Inc. www.bluelake.com 310-318-8663 x201 info@bluelake.com