

REVIEW AND RELEASE

Reduce waste and mistakes with Review and Release



OVERVIEW

Not all print files are ready for prime time when produced from mainframe systems or composition engines. There may be extra documents or reports, incorrect addresses or other information, or some other artifact or error that prevents the communication from meeting QA requirements, potentially resulting in a poor customer experience. Today's consumers expect to get their communications accurately the first time around and mistakes are not well received. The need for more thorough QA increases the amount of pulls and holds happening in production environments, which normally requires a manual and time consuming process to track down these communications.

With Review and Release, this process can be managed electronically, allowing a business user to examine pages for accuracy and pulling any incorrect or unnecessary pages from the file prior to releasing for print production; removing the physical manual step of digging through stacks of printed documents and envelopes to find the right document to pull.

Why Review and Release?

Hold and pull processes are often manual, meaning time and money has been spent printing documents that are just going to be removed and treated as waste. Providing non-technical resources with a way to view documents exactly how they are expected to print puts control into the hands of business users to make sure what needs to be printed is all that gets printed. Eliminating the needs to do manual searched through stacks of paper and envelopes. With the focus of most enterprises and service bureaus on cost savings as well as a positive customer experience, ensuring consumers receive accurate communications as well as preventing unnecessary waste and time to track down those unneeded documents translates to a real opportunity to address these top business objectives.

What does Review and Release Do?

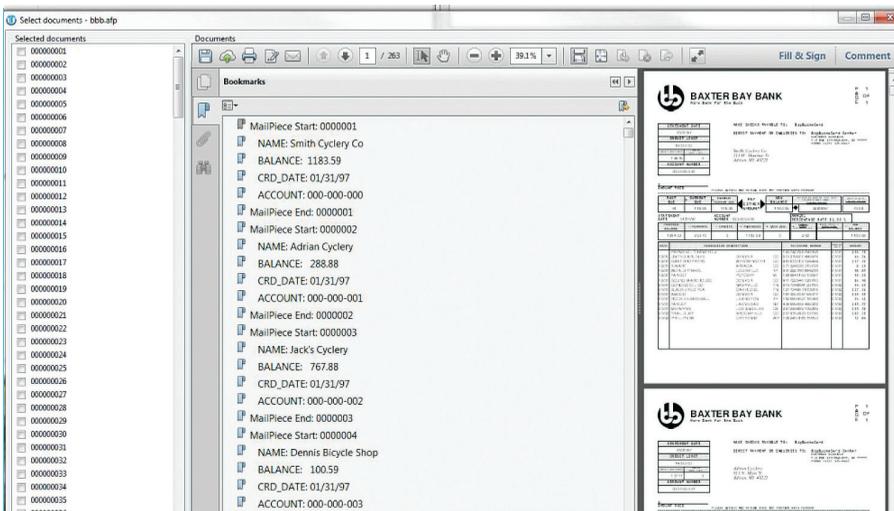
Provide business users with a way to pull documents not ready for production and prepare only the print-ready pages for production:

- Provide business users with a WISIWIG interface that provides a PDF preview of the print file to select pages ready for production.
- User rights management allows for tracking who has which documents opened and who has processed the file.
- Manage hold and pull processes electronically.
- Ensure that the right pages are pulled by giving control to the requestor or customer service.
- Save time and money by not printing unnecessary pages!

Applications

There are a variety of challenges that can result in the need to hold or remove documents from the print stream, including:

- Remove reports and test pages from mainframe output
- Remove documents with incorrect addresses
- Remove pages with unexpected artifacts or electronically created errors
- Hold documents requiring additional approval
- Hold communications that have been requested electronically
- Hold reports waiting to be reviewed to determine if printing is necessary



Benefits

Tracking down files to be removed after printing opens the door for other mistakes. With Review and Release, unnecessary and inaccurate documents can be removed electronically, saving time and money from having to print and manually locate these pages. Other benefits of Review and Release include:

- Add a layer of review to ensure customers receive properly formatted documents
- Allow business users to preview their documents before being released to the printer
- Eliminate unnecessary documents from the print stream
- Save unnecessary printing and reduce waste
- Eliminate costly manual work
- Reduce risk of bad documents being sent through the mailstream

With CrawfordTech's Review and Release, unnecessary and inaccurate documents can be stopped in their tracks, saving time, money, and energy on manual pull and hold processes.

CrawfordTech Solutions

Crawford Technologies develops software and solutions to help enterprises optimize and improve the secure and accessible delivery, storage and presentment of their customer communications.

With over 1,800 customers on six continents, CrawfordTech solutions and know-how enable the largest banks, insurers, healthcare providers, utilities and print services companies to use their existing technologies, documents and data in new ways. We help them navigate the challenges in leveraging legacy applications in the platforms and applications of the future.

CrawfordTech's products, services and domain expertise reside at the nexus of content, data, and output management and are essential components of our customers' digital transformation, output management and document accessibility strategies.