

# Data Design Inc

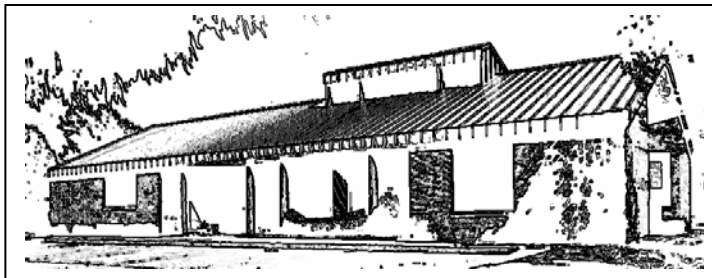
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"Providing Data Processing Solutions since 1975"

## Samples of the Document Scanning Process Available for Collections

Documents can be scanned and/or viewed from New Claim/ Free Demand/ Pre collection entry, or during claim comment entry.

CLAIM 999999		Collector # 9	
Follow Up	4/28/06	Attorney # 998	Acct #
Date Entered	9/14/04	john q shyster	ALQ
Amount	1428.56	A	G
Collected			
Coll.Fee		norman ok	73069
Princ due	1428.56	Atty Phone 405-321-0354	Fax 405-360-9202
Interest		Interest %	Last Calc 0/00/00
Int paid		CCosts	SFee
Amt due	1428.56	lawyer@datadesigninc.com	
Debtor 4000	Telephone	205-828-1437	Fax 123-456-7890
Tom Echols			
103 Elton Drive			
Meridianville Al 35759			
Creditor 00990 C	Telephone	405-321-0354	Fax 989-635-5555
Data Design Inc		Override	
Best Programmers Ever		Override	
P O Box 697		Cred Acct#	
Norman OK	73069		
ddi@datadesigninc.com			

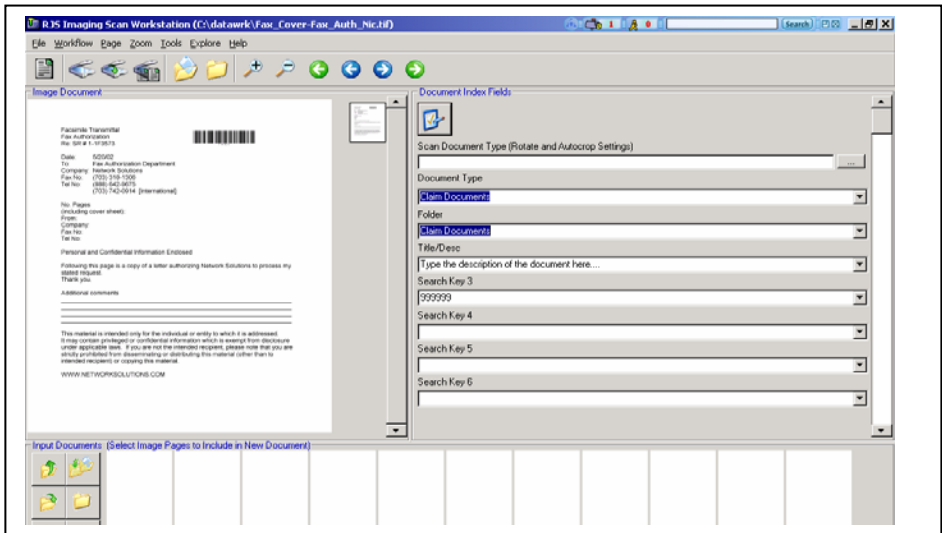
To scan a document, key F10, and you will receive a pop up window to enter the description of the document...

Title Entry

Type the description of the document here....

Claim# : 999999  
Creditor: Data Design Inc  
Debtor : Tom Echols

Then you will receive the 'Scan Workstation' screen, where you view and check-in the document..



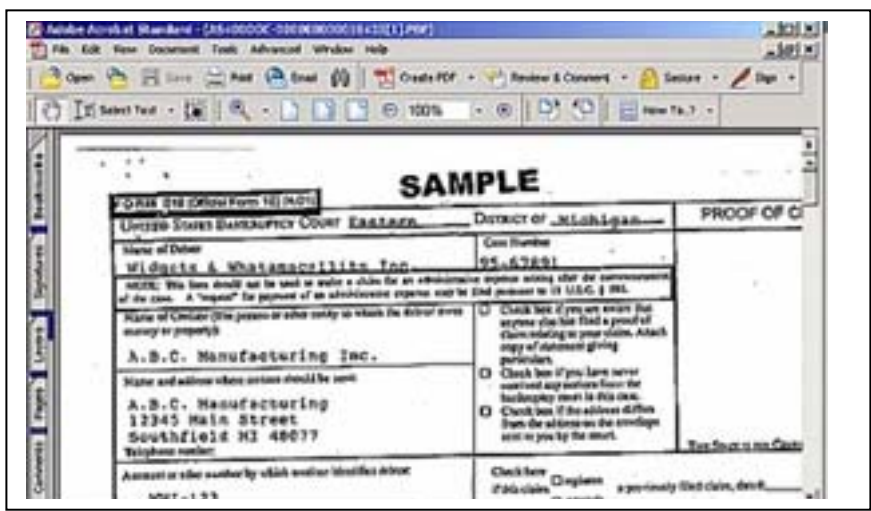
To view documents key CMD 9, and you will receive the 'Document Search Results' screen...

**Document Search Results**

To view a report or document, click on the view icon. To display the document details, click on the document description.

	Document Description	Doc Date	Time	Scan Date	Claim Number
	letter from debtor 3-10-05	03/09/05	14:20:57		999999
	TEST TITLE	03/23/05	14:15:00		999999
	testing	05/19/05	11:20:44		999999
	logo	05/26/05	14:24:24		999999
	Kelly 7/04	06/06/05	10:09:02		999999
	Kelly 8/04	06/06/05	10:37:04		999999
	Kelly 9/04	06/06/05	10:47:59		999999
	Kelly 10/04	06/06/05	11:04:37		999999
	Kelly 11/04	06/06/05	11:23:00		999999
	Kelly 12/04	06/06/05	11:43:04		999999
	sample bankruptcy proof of claim form	06/07/05	13:13:36		999999

You can view the document by clicking the 'pdf' icon..



This will bring up the selected document using Adobe Acrobat. And from here, you can print or e-mail the document.

Additionally, by selecting the 'Document Description', you will receive the 'Document Details' page...

Document Details	
Doc Type	Claim Documents
Doc Title	sample bankruptcy proof of claim form
Doc Date	06/07/05
Claim Number	999999

Which also has options for viewing and e-mailing.

**The clients can also view the documents assigned to the account online!**

From either the 'Claim Summary' or the 'Claim with Detail Comments' displays, the user has the option to 'View Documents'

Claim Summary	
Claim Number:	999999
Debtor Name:	Tom Echols
Address:	103 Elton Drive Mendhamville NJ 08859
Phone:	(205) 828-1437
Amount Placed:	1428.56
Date Placed:	9/14/04
Status:	Referred to Attorney
Last Comment:	testing

[View Claim Comments/](#) [Enter Note to Collector or Report Payment/](#)  
[View Documents/](#) [Select another Collection Task/](#) [Select another function](#)

View Document Display sample..

Claim Documents		
Claim Number:	Document date:	Title:
999999	2005-06-06	<a href="#">Kelly 7/04</a>
999999	2005-06-06	<a href="#">Kelly 8/04</a>
999999	2005-06-06	<a href="#">Kelly 9/04</a>
999999	2005-06-06	<a href="#">Kelly 10/04</a>
999999	2005-06-06	<a href="#">Kelly 11/04</a>
999999	2005-06-06	<a href="#">Kelly 12/04</a>
999999	2005-06-07	<a href="#">sample bankruptcy proof of claim form</a>

[Select another Collection Task/](#) [Select another function](#)

From here, the Client can view the document, using Adobe Acrobat.