

Summary

Document Manager 2.6 Enterprise is a client-server application with the following key components:

- SQL Database to manage the document indexes
- File Share/Server to store the document files
- Optional Web Server to run the Document Manager Web application
- Optional Full Text Index Server to OCR (Optical Character Recognition) and index the document content
- Optional OCR Server(s) for OCR-based batch scanning
- One or more client workstations for the desktop application

Installation can be performed using one server for all the server-based components or multiple servers, depending upon the scale of the implementation and the specification of the servers.

Document Manager can scale from five to over a thousand users; however, the server infrastructure must be capable of supporting the required number of users. The client runtime files are installed locally on each workstation.

Client Workstation Specification

- Microsoft® Windows® XP, Windows Vista® or Windows 7 with minimum 512 megabytes (MB) of RAM (1 gigabyte (GB) recommended)
- Microsoft® .NET Framework version 3.5 is required
- SVGA adapter and compatible minimum 15-inch monitor capable of displaying 1024 × 768 resolution.
- 100 MB available disk space
- Optional TWAIN scanner drivers or Kofax® Adrenaline interfaced scanner (contact Document Logistix for list of recommended scanners/drivers)
- 100-Mbps (minimum) network interface



NOTE: Not all scanners have 64-bit driver support – please check before ordering.

SQL Server Specification

Document Manager supports Microsoft® SQL Server® 2005 and SQL Server® 2008 (including Express editions) on these platforms:

- Windows Server® 2003 or Windows Server® 2008 with minimum 2 GB of RAM (4 GB recommended)
- 4 GB available disk space for the database
- 4 GB available disk space or more for database backups
- 100-Mbps (minimum) network interface
- SQL Server Express has a limitation of 1 GB of RAM and 4 GB database size meaning it is suitable for 'smaller' installations, typically up to 800,000 documents and 15 users.

Document Manage 2.6 Enterprise Technical Specifications

Document Storage Requirements

Document Manager will utilize storage on any network device that provides SMB storage accessible via a Universal Naming Convention (UNC) path. This includes Windows servers, Network Attached Storage (NAS) devices and UNIX® servers running Network File System (NFS)/SAMBA.

The following figures are provided as a guide for provisioning system storage space. More detailed figures are available from Document Logistix on request.

- 50 KB for each letter-sized single-sided black and white image page
- 100 KB for each legal-sized single-sided black and white image page
- 100 KB for a simple Office application document
- 8 MB for each uncompressed legal-sized single-sided grayscale image
- 24 MB for each uncompressed legal-sized single-sided true-color image
- An allocation for other documents (for example, use the average file size of existing network drives to estimate required storage)

A typical rule of thumb for storage of documents is 1 GB per 20,000 50-KB pages/documents.

Web Server

The Document Manager Web module is an optional installation and is an ASP application requiring Microsoft® Internet Information Services (IIS) Version 6.0 or later with minimum 1 GB of RAM.

OCR Server(s)

OCR Servers are used where the optional Batch Scan module with automatic OCR indexing is deployed. The specification of the servers is subject to the volume and complexity of the documents being read and will vary from 1-CPU Core with 1 GB of RAM to 6-CPU Cores each with 1 GB of RAM. For exact requirements, please consult your Document Manager supplier.

Full Text Server Specification

The Full Text Search feature is an optional installation and consists of three services that can be installed on the same server or different servers:

- OCR Service – performs full-page OCR of image documents
- Indexer Service – builds a full-text index database of the key words
- Search Service – searches the full-text database for required words

The Full Text Server should be:

- Windows Server® 2003 or Windows Server 2008 with Minimum 1 GB of RAM
- 32-bit platform, **not** 64-bit

The Full Text Server can optionally be the same server as the machine hosting SQL Server.

Document Manage 2.6 Enterprise Technical Specifications

Microsoft® Office

Document Manager integrates with Microsoft® Office 2003, the 2007 Microsoft® Office system and Microsoft® Office 2010, providing the facility to save and open Office documents directly to and from Document Manager.

Email Archive

The optional Email Archive service will run as a service on Windows Server 2003 or Windows Server 2008 and communicate with any mail database supporting POP3, typically Microsoft® Exchange Server 2003 or later (with support for Journaling).

Network Infrastructure

Document Manager operates over TCP/IP to communicate with SQL Server, the document store and the various optional services. The speed of transmission and available bandwidth will directly affect the performance of Document Manager.

Test the network performance by transferring a 10-MB file from the server to the workstation. This should take approximately one second on a 100-Mbps Ethernet connection. Try the test again but transferring the file from the workstation to the server. If the transfer time is more than about five seconds, performance of Document Manager will be impaired.

Document Manager can be run across Wide Area Networks (WANs) but performance will not be as responsive as a Local Area Network (LAN). For example, on a DSL connection, the time to open a document could be in the region of seven seconds compared to two seconds on a LAN.

Scanners

Document Manager supports a wide range of scanners using the TWAIN 1.9 interface. Both 32-bit and 64-bit TWAIN drivers are supported but not all scanner manufacturers provide 64-bit drivers at the time of writing, so please check before purchasing.

Document Manager also supports Kofax® Virtual Re-Scan image enhancement drivers and these are recommended where original image quality varies or is unpredictable.

Ensure the workstation to be used for scanning has adequate connectivity, usually USB 2.0 or FireWire. Document Manager also supports 'Scan from Disk' to allow easy interfacing with multi-function copier/printer/scanner devices with network connectivity.

Document Manage 2.6 Enterprise Technical Specifications

Typical Configurations

10 Users, 50 documents a day:

- Combined SQL and File Server on Windows Server machine
- Dual-core 2.6 gigahertz (GHz) with 2 GB RAM
- Microsoft SQL Server Express

50 Users, 500 documents a day, Web:

- Combined SQL and File Server
- Dual-core 2.6 GHz with 4 GB RAM
- Microsoft SQL Server 2008
- Dual-core 2.6-GHz IIS Server with 1 GB RAM

250 Users, 1000 documents a day, Web:

- Dedicated SQL Server, dual-core 2.6 GHz with 4 GB RAM
- Microsoft SQL Server 2008
- File Server – dual-core 2.6-GHz Windows Server with 4 GB RAM
- Dual-core 2.6-GHz IIS Server with 4 GB RAM

Storage Guidelines

Number of 50 Kbyte Docs/Day	Docs/Month assuming 5 day week	Storage Requirements per Annum
50	1,083	650 MB
250	5,416	3.25 GB
500	10,833	6.5 GB
1,000	21,666	13 GB
5,000	108,333	65 GB

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