What's new in RecFind 6 version 2.2?

Our ongoing program of improvements and enhancements funded by your ASU

Merged Product

RecFind 6 2.2 is the product that merges both our Knowledgeone (K1) and RecFind product lines. It is the next upgrade for customers using both RecFind (version 5 or 6) and K1 (version 1.6). It is upwards compatible to both products. Most customers will already know that RecFind 6 is actually the next upgrade of K1 albeit with a change of user interface (thin-client to smart-client) and technology (from .NET 2003 to .NET 2008). The RecFind 6 data model is also an enhancement of the K1 data model and they are 95% similar.

What's new in RecFind 6 2.2 (Client)

Version 2.2 of RecFind 6 features a number of upgrades and enhancements to the previous version. The following list is a summary of the major features that you may notice when using version 2.2.

Configure the Toolbar

You are now able to add new buttons to the Maintenance, Metadata Search and Boolean Search areas of the toolbar.

Limit Check-outs to Latest Versions

There is now an optional setting to allow users to only check out the latest version of EDOC records. This setting is configurable using the DRM.

Password Change window

There is a new option on the File menu to change the password of the current user.

Low Graphics Setting

There is a new option in the configure colors and fonts window to use low graphics for the user interface of the RecFind 6 client and other products. This is most appropriate when you are using RecFind 6 over a low speed connection as it reduces the bandwidth requirement.

New Barcode Movements window

There is a new window to create movements just using a barcode scanner. No mouse or keyboard input is required.

Drag and Drop

You can now drag and drop files from the system folders directly onto an add EDOC form.

Attachment List shows default icon for file type

When you view the EDOC list, and you have the Show Image Column in List setting ticked in the DRM, the view icon now is the default window's icon (e.g., Word, Excel, PDF etc) for the type of electronic document making it easier to identify the document type before opening the document.

More options to security groups

The pick list methods can now be hidden using the security group section of the DRM You can now configure which users are able to change auto-numbers. You can also configure users to have access to modifying/viewing reports.

What's new in Button 2.2

Button 2.2 features a number of upgrades to the previous version. The following list is a summary of the major features that you may notice when using Button 2.2.

Delete after Check-In
An option is now available to delete a file from the local drive/shared drive after it has been checked into RecFind 6.

Plug-in Enhancements
Button 2.2 can now override the save and save as options in some Microsoft Office applications (Word, Excel and PowerPoint) so files can be saved directly into RecFind 6 and not to the local/shared drive.

Button 2.2 integrates with Adobe Acrobat Professional 9.0.

Usability Enhancements
After a successful check-in the generated auto-numbered ExternalID is displayed to the user.

RecFind 6 keyboard shortcuts can be used within Button 2.2.

What's new in DRM 2.2

Version 2.2 of the DRM features a number of upgrades and enhancements to the previous version. The following list is a summary of the major features that you may notice when using version 2.2.

Audit records as XML

When configuring audit trail settings, you are now allowed to audit the changes made to records as XML data. This is available to be used when inserting, modifying, and/or deleting records. This new feature actually takes a 'copy' of the record so as to be able to meet the requirement of some standards that "A record must be able to be recreated in its entirety at some time in the future". For an Insert we take an 'after-look', for a Delete we take a 'before-look' and for a Modify we capture all changed data.

Note that if this option is turned on then the audit trail record will be much larger than if this feature is not turned on.

Apply Default types

The DRM now allows you to apply a default type to be used on a Metadata Profile group (File Folders, Document Profiles, and Archive Boxes). This default type will be used when displaying captions on Boolean and Metadata Profile searches for a specific group. It will also be used to display the associated list columns of the default type if a group filter exists on the list screen. (Note: it is no longer possible to associate a Metadata Profile type to more than one group because of this change in behaviour.)

Configure the Toolbar

The DRM now allows you to add application methods to the Maintenance, Metadata Search and Boolean Search areas of the toolbar.

Limit Check-outs

The DRM now allows you to limit check-outs to only the latest version of an EDOC record.

Improved Auto numbers

When configuring Auto numbers, you are now able to use a new character, the "X" character, for Auto Number formats which does not allow spaces to be entered. The "*" character now has changed behavior, so that it allows space characters to be entered (except when designated as a Multiple Sequence character).

Configuring Fields

When you are configuring fields for a table, the DRM now allows you to make fields visible or invisible from the Field List screen.

A new format can now be applied to foreign keys to show an additional field from the table and record that the foreign key originated from.

The DRM now changes the default behaviour when making settings related to Type Dependent tables. Now, when making changes to the default fields of Type Dependent tables, such as visibility, auto-fills, etc., the user will be prompted to indicate whether or not he/she wishes for the change to apply to all types.

Security

The DRM now allows you to select the Security Groups that will have access to a new Process or Security Code, immediately at the time of saving the new object.

Languages

You can now add new languages and delete existing languages as they are displayed on a list prior to configuration.

Process Module

The DRM now allows you to enter relative paths for the location of executable files in the "Process" module.

Creating Metadata Profiles

The DRM will automatically prompt for the Metadata Type Association when creating a new Metadata Profile type.

Escape Key

The "Escape" key character is now a return instead of an exit command, when it is pressed on sub-menus.

New Status Messages

The DRM now features improved status messages that display more information to users.

What's New in Xchange 2.2

Xchange 2.2 features a number of upgrades to the previous version. The following list is a summary of the major features that you may notice when using Xchange 2.2.

Easier Connection

Xchange now uses the RecFind 6 Connection Manager to **connect to your RecFind 6 database**. This makes connecting to your RecFind 6 database easier and matches the other products in the RecFind 6 suite.

Improved Mapping

- Xchange 2.2 features improved matching of source tables and fields to tables and fields in the destination database. Xchange 2.2 features new logic that allows for more robust handling of linked fields and mandatory fields.
- Xchange now allows you to map a source table to itself; that is, you can now create circular references, which allows for potentially far more powerful and complex import operations to be completed.
- Xchange 2.2 now allows you to map multiple source fields to the same destination field; that is, it is able to handle flat structure sources.
- Xchange 2.2 supports the linking of multiple source tables to import into a single destination table.

Improved Interface

Xchange now features an improved interface that displays more feedback during the import/export process and also provides more details in log files. Xchange has also changed the location where log files are saved; this new location allows for better integration with Windows Vista.

Saving Imports and Exports

Xchange 2.2 employs a new format for saving the details of saved import and export operations. (**Note:** This means that previous saved import and export processes are not compatible with version 2.2 of Xchange.)

Faster Imports

Xchange 2.2 caches imported records; this allows for fast look-ups and, therefore, faster imports.

Better Validation

Xchange 2.2 will now remove illegal characters from the original filename of EDOCs that are imported.

What's New in DocScan 2.2

DocScan 2.2 includes a new forms processing feature that allows you to scan, OCR and extract data from the scanned form. The forms data is stored as XML in the final PDF document.

What's New in RecScan 2.2

RecScan 2.2 features a number of upgrades to the previous version. The following list is a summary of the major features that you may notice when using RecScan 2.2.

Usability Enhancements

RecScan 2.2 is more responsive when trying to access restricted folders.

Integration with DocScan XML File for forms processing

RecScan can now use the XML file that is produced with DocScan's Form Processing to populate EDOC fields.

Welcome to VEO Export Tool

Welcome to the VEO Export Tool for RecFind 6. This is an add-on program that allows you to export data in your RecFind 6 database to separate objects that conform to the Victorian Electronic Record Strategy (VERS) standard, as proposed and implemented by the Public Record Office of Victoria (PROV).

To produce VERS Encapsulated Objects (VEOs) from your RecFind 6 system, there are a number of steps that you must complete. This involves installing the VEO Export Tool, configuring your existing RecFind 6 system, and then ensuring that you enter new data, and maintain existing data, in your RecFind 6 database so that it is of a standard acceptable to the VERS guidelines.

Note that RecFind 6 is certified fully compliant to all five VERS specifications.