Kodak

i9600 Series Writers

Build your reference archive quickly and automatically.

More efficient media loading with KODAK Smart Cassettes

Allows two cassettes at once for:
- Automatic redundancy
- No reduction in throughput speed

THE *KODAK* i9600 SERIES WRITERS— THE EASY WAY TO HELP PROTECT YOUR CRITICAL BUSINESS RECORDS FROM TAMPERING OR LOSS.

When you need a trustworthy copy of an electronic record to validate a transaction, satisfy litigation, or to meet regulatory and audit requirements, will it be there? Reconstructing a record can be perilous. Even in tightly controlled operations, back-up tapes can go astray. Hardware and software become obsolete. Databases housing the metadata defining the layers of electronic records can expire. Migration is expensive and risks transcription errors.

DIVERSIFY YOUR RECORDS MANAGEMENT AND REDUCE YOUR EXPOSURE.

You can avoid much of the expense and hazard of digital-only records storage by Reference Archiving critical business documents. Based on technology developed by Kodak, Reference Archiving copies the records you wish to secure to an analog format on ISO-standard archival media. All the information included in the original record is captured, in context. These non-volatile documents can be accessed electronically to authenticate current activities such as an online transaction, or to support audit activities triggered by regulatory activities and legal actions. You can also be assured of long-term access and retrieval.

PUT YOUR REFERENCE ARCHIVING ON AUTOPILOT.

The i9600 Series Writers are an ideal way to archive records. They accept digital files, organized by your selected records management attributes—such as class, date, or destruction schedule—and create copies of them on KODAK Reference Archive Media. Self-describing indices provide built-in audit trails and help make your Reference Archive Repository accessible digitally through host applications. Reference Archive Media can be automatically searched and re-digitized for online access and retrieval to provide short-term validation and long-term storage of records—without burdening your servers.

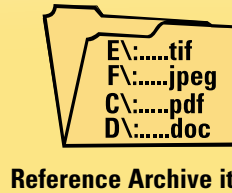**iN**novation you can count on™

Reference Archive Capture

1

Digital files distributed across multiple departments and physical sources, including online servers, scanners, jukeboxes, and offline storage media can be sent to the Reference Archive. Export management software embedded in enterprise applications selects and groups records into logical lists and/or batch subdirectories for export. Additionally, Doc IDs may be included to facilitate additional database updates.
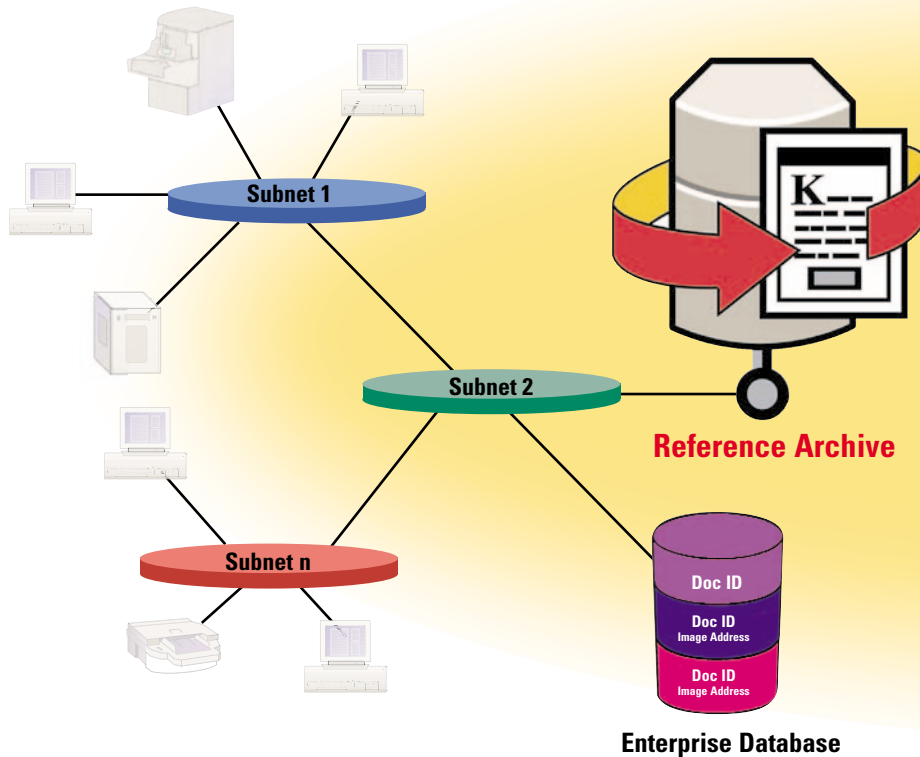
2

i9600 Writer Application incoming files, performing a conversions automatically to the i9600 Series Writer.

```
E\:.....tif
F\:.....jpeg
C\:.....pdf
D\:.....doc
```

Reference Archive it

Subnet 1

Subnet 2

Reference Archive

Subnet n

Doc ID
Doc ID
Image Address
Doc ID
Image Address

Enterprise Database

5

The ASCII text file index may be populate a standalone Reference System database and/or merged back enterprise database. Either database searched using familiar enterprise app screens to perform subsequent retrie

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APPLICATIONS FOR REFERENCE ARCHIVING

- **Transaction records**
- **Accounts payable/ receivable**
- **e-Commerce documentation**
- **Online agreements**
- **Government archives**
- **Law enforcement records**
- **Land title documents**
- **Court documents**
- **Tax filings & attachments**

MAINTAIN THE INFORMATION AND LET THE DATA GO.

When you complement a digital-only records management strategy with Reference Archiving from Kodak, it's easy to see the benefits. No longer do you have to hope that content and metadata come together correctly to form a digital e-record. Instead of pulling from volatile components distributed across servers and applications, you just load media into a retrieval scanner and present the intact record created by the i9600 Series Writer. No compiling or conversion is required.

The whole record is preserved intact in the Reference Archive, safe from hackers and accidental erasure. There's no need to maintain redundant servers, media, and applications just to provide access to your critical

business records generated by your SCM, CRM, ERM, ERP, and e-commerce systems. You can eliminate the expense of media refreshes and format migrations. Instead of spending between $800 and $5,000 a year per gigabyte* to keep data on a server, you can allow information to expire and be routinely purged. The result can be substantially lower total cost of ownership.
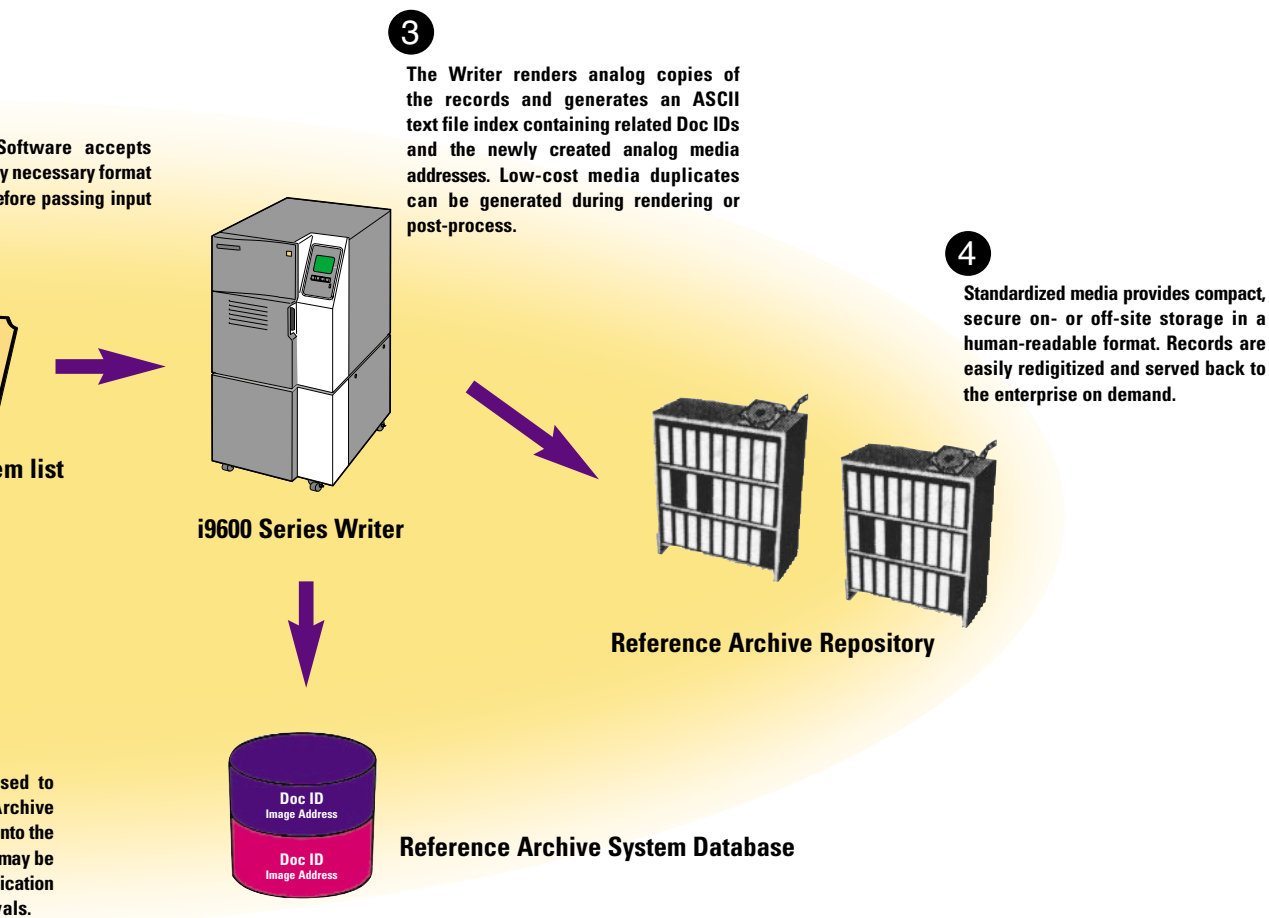
COMPLETE YOUR RECORDS MANAGEMENT STRATEGY.

Capture subsystem software and the i9600 Series Writers offer a highly automated method for rendering records to archival format. You can set up a rules-based process to export selected records for Reference Archiving that works in the background. Duplicating

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*Source: Hurwitz Group study, cited in August 5, 2002, ZDNet Tech Update: Assessing storage management ROI costs and productivity assessment by Stephen Elliot. Includes hardware, software licensing, and human resources. "Hurwitz Group estimates that the cost of storage management is $800-$2,500 per gigabyte (GB) a year for multiterabyte data centers and $5,000 a year per GB for medium-sized networks."

** Certified to remain readable for 500 years when properly processed and stored under controlled conditions.

Subsystem Workflow

❸

The Writer renders analog copies of the records and generates an ASCII text file index containing related Doc IDs and the newly created analog media addresses. Low-cost media duplicates can be generated during rendering or post-process.

Software accepts **y necessary format** **efore passing input**

❹

Standardized media provides compact, secure on- or off-site storage in a human-readable format. Records are easily redigitized and served back to the enterprise on demand.

em list

i9600 Series Writer

Reference Archive Repository

sed to **rchive** **nto the** **may be** **ication** **als.**

Doc ID Image Address

Doc ID Image Address

Reference Archive System Database

and storing archived records is easy, inexpensive, and secure. When users want to refer to specific records, they can search your enterprise database from within their applications. Requests pass over your network to your choice of retrieval workstations available from Kodak. Here the record will be found, digitized, and returned. Records can be batch processed and automatically managed as folders. The digital images can then be repurposed just like any other digital file. They can be distributed according to the requestor's needs as hard copy output, faxes, or e-mail attachments, or stored on an image server using your current compression scheme. The requesting parties, whether users on your network or external customers or auditors, can then be directed to these images via links embedded in e-mails.

IMPLEMENT REFERENCE ARCHIVING WITH SPEED AND QUALITY.

All the hardware, software, and media necessary to create and access a Reference Archive of digital records is available now. The process has been proven already in large-scale document management and content management applications. The core technology is based on ISO/ANSI standards using media with a certified life expectancy of 500 years.** As a records management solution, Reference Archiving is virtually future-proof. And the i9600 Series Writers provide fast, convenient output with quality that stands up to comparison with a printed page, but with storage and management properties that are much more efficient and cost-effective.

APPLICATIONS FOR REFERENCE ARCHIVING

- **Mortgage files**
- **Patient records**
- **Brokerage transactions**
- **Financial services**
- **Regulatory filings**
- **HR & pension files**
- **Inspection notes**
- **R&D notes, reports & correspondence**
- **Insurance applications, policies & claims**

GET A COMPLETE REFERENCE ARCHIVING SOLUTION FROM THE COMPANY THAT'S BEEN THE EXPERT IN SECURE RECORDS MANAGEMENT FOR OVER 70 YEARS.

Enhance your risk mitigation strategies by adding a Reference Archive. The technology is available today and based on industry standards. From exporting records to delivering them back to desktops, you can implement a process that's essentially transparent to end-users, yet will deliver complete, reliable records for years to come.

A Reference Archive begins with a robust record capture subsystem, built around the proven architecture of the i9600 Series Writers. The process includes:

File transfer from the application system(s) is managed by the KODAK i9600 Application Software Kit. It controls formatting and applies standard indexing coding for later automated retrieval driven by request processor APIs.

Output to archival media is performed by the i9600 Series Writer, which operates in an unattended mode. Performance measures appear below.

| Compression Factor	i9610 Throughput*	i9620 Throughput*	Packing Density
24:1	85	170	7,225 images/roll
40:1	200	400	17,000 images/roll

*Average images per minute (ipm); actual performance is dependent upon application

Media loading is facilitated by the KODAK Smart Cassette, Model 100 and Model 215. For automatic redundancy, two cassettes can be used at once to produce two sets of output with no reduction in throughput speed.

Compact, archival storage is provided by KODAK Reference Archive Media. This standard 16mm, high-quality microfilm is ISO/ANSI-certified for a life expectancy of 500 years when properly processed and stored under controlled conditions.

It's easy to implement a reference archive as part of your overall records management strategy. Improve your integrity and cost-effectiveness while providing continuous access. Ask your Authorized Reseller of KODAK Products to show you how.

Height 1196 mm (47.1 in.)

Weight 159 kg (350 lbs.)

Length 810 mm (31.9 in.)

Width 615 mm (24.2 in.)
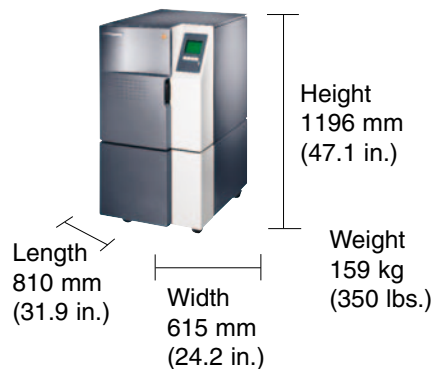
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