

What's New

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Overview

ImageNow, version 6.6, contains new products, features, and product enhancements. This guide provides an overview of each of these areas. This guide contains the following sections:

- “New Products and Features” introduces the new functionality available in your ImageNow 6.6 system. This section is for ImageNow users and administrators.
- “Product Enhancements” provides an overview of the enhancements made to existing features. This section is for ImageNow users and administrators.

ImageNow Product Help is updated with every release. When you open ImageNow, WebNow, or any of our other products and press F1, help topics appear for the product you have. If you have additional privileges, such as management privileges, you can display the Administrator Help topics in ImageNow Client as well as the User Help topics.

In addition, you can go to the Customer Portal on our website to view Product Documentation for a particular version. This Product Documentation includes Help, Installation Guides, Getting Started Guides, Technical Papers, Technical Specifications, Best Practice Papers, and Readmes.

New Products and Features

This section highlights, in alphabetical order, new products and features available in ImageNow, version 6.6.

64-bit support

To provide improved performance and additional memory capacity, ImageNow Server is now available as a native 64-bit application on the Microsoft Windows Server platform.

Note When you install ImageNow Server on a 64-bit platform, you must install all external agents on a supported 32-bit environment. 64-bit support is limited to ImageNow Server for the 6.6 release. Add-on agents such as Message Agent and Fax Agent are 32-bit applications and should be remotely connected to a 64-bit server.

For product technical specifications and system requirements, refer to the *Product Technical Specifications* for your product version. This document is available on the Product Documentation tab of the Customer Portal on www.perceptivesoftware.com.

Interact for Lexmark

Interact for Lexmark is now available for ImageNow version 6.5 and 6.6. Interact for Lexmark is a software application that allows you to use a wide range of Lexmark multifunction products (MFPs) to convert paper documents to electronic images, index them, and store them in an ImageNow system—all with a few button clicks on the printer's control panel. Once captured, the document is immediately available for subsequent retrieval and optional workflow processing using ImageNow Client or WebNow.

For more information on using Interact for Lexmark, refer to the [Interact for Lexmark Getting Started Guide](#). For more information on installing and configuring Interact for Lexmark, refer to the [Interact for Lexmark Installation and Setup Guide](#).

Product Enhancements

This section provides an alphabetically listed overview of enhancements made to existing functionality.

Accounts Payable

The following accounts payable enhancements are available in ImageNow 6.6.

Lawson Advanced Connector

This release of ImageNow introduces the Lawson Advanced Connector, which is an extension to ImageNow that provides functionality to upload staged data from Lawson to virtual tables in the ImageNow database for use with Accounts Payable Invoice eForms.

For information on installing and configuring the Lawson Advanced Connector, refer to the *Lawson Advanced Connector Installation Guide*.

Super queues in role configurations

Accounts Payable Invoice eForms now supports super queues in role configurations. Each workflow queue where a form is used must be listed in the <roles> section of the AP_Skin.xml file in the \inserver6\worksheets\[build folder] directory. This file determines what role the form plays in the workflow queue and how you view the form.

For more information on using super queues in role configuration, refer to the *Accounts Payable Invoice eForm Configuration Guide*.

Administration

In addition to the 64-bit enhancements listed previously in the 64-bit support section of this document, ImageNow 6.6 contains the following administration enhancements.

64-bit Windows

To support 64-bit Windows servers, ImageNow Server now uses the Microsoft LDAP library instead of the Netscape LDAP library.

- The ldap.anonymous.login.enabled setting in the inserverUR.ini and inow.ini files has been removed. The User Replication Server and the ImageNow Server now attempts an anonymous login if you do not provide the ldap.login or ldap.password setting. For more information, refer to the [User Replication Agent Installation and Setup Guide](#) and the [ImageNow Server and Client Installation and Setup Guide](#) for your environment.
- If you are using a Windows Server to connect to LDAP using SSL, there is a new process for managing the required certificates. For more information, refer to [Set up LDAP authentication with SSL](#) in the Managing ImageNow>Authentication section of Administrator Help.
- Authentication on Solaris version 10 with SSL is now supported.

Note UNIX and Linux Servers continue to use the Netscape LDAP library.

INUpgradeUtil Command

The new INUpgradeUtil command upgrades overdraft license usage to 6.5 or higher compatibility.

For more information, refer to [INUpgradeUtil commands](#) in the Managing ImageNow>Administer using Command Line Tools section of Administrator Help.

OSM Agent

ImageNow 6.6 introduces OSM Agent, which provides Object Storage Manager (OSM) functionality to local agents that do not have direct access to the OSM. The OSM is a key component of the ImageNow repository architecture, which consists of two primary components: the OSM that stores the content and a relational database that stores the metadata related to the content.

For more information on using OSM Agent, refer to the [ImageNow Content Server Installation Guide](#).

Silent installers

You can now install the following components unattended, which enables you to perform a custom installation or use a combination of default and customized settings during installation.

- **Content Server.** For more information on installing Content Server unattended, refer to the [ImageNow Content Server Installation Guide](#).
- **ERM Server.** For more information on installing ERM Server unattended, refer to the *ImageNow ERM Installation and Setup Guide*.
- **Message Agent.** For more information on installing Message Agent unattended, refer to the *Message Agent Installation and Setup Guide*,
- **Output Agent.** For more information on installing Output Agent unattended, refer to the [Output Agent Installation and Setup Guide](#) for your environment.

Application Plans

The following Application Plan enhancements appear in ImageNow 6.6.

Project mapping

When creating an application plan, you use project mapping to automatically create new projects during the linking process. Two new options, Document Custom Property and Document Key, are available as source options for Project Name and Project Type mapping.

Note When you clear the Enable Document Mapping check box on the Document Map tab, the Document Custom Property and the Document Key options do not appear in the Source list for project mapping. Also note that the Document Custom Property option only appears in the Source list if a custom property is linked to the selected document type.

For more information on project mapping, refer to [Map a project](#) in the Mapping>Projects section of Application Plan Designer Help. Also refer to the *Application Plan Designer Getting Started Guide*.

Split at Delimiter macro

Split at Delimiter is a new macro option available when creating an application plan in Application Plan Designer. This macro allows you to determine which information in a data string ImageNow should capture based on a delimiter character. The user specifies the delimiter character, such as a space, carat, dash, underscore, or slash, and then specifies a number that indicates the location of the delimiter to the right of the value the user wants to find in the data string. For example, a string might contain the following data, separated by carats: Default^Folder^^^^^Doc Type^^filename.tif. The Split at Delimiter macro performs the opposite function as the Concatenation macro.

For information on adding a macro, refer to [Add a macro](#) in the Processing>Macros section of Application Plan Designer Help. For example macros, refer to [Macro definitions](#) in the Processing>Macros section of Application Plan Designer Help.

Visual Basic scripts for Internet Explorer

When developing an application plan for Internet Explorer using Application Plan Designer, you can use eight new Visual Basic scripts.

- **IECapture.** This function captures the data from Internet Explorer in the form of name and value pairs and stores them for subsequent searches. It returns the number of pairs found.
- **IEGetNameByIndex.** This function returns the name at the specified index.
- **IEGetValueByIndex.** This function returns the value at the specified index.
- **IEFindName.** This function allows you to search for a name and it returns the location where ImageNow found the name. It returns -1 if it does not find the name.
- **IEFindNameReverse.** This function allows you to search for a name in reverse and it returns the location where ImageNow found the name. It returns -1 if it does not find the name.
- **IEFindValue.** This function allows you to search for a value and it returns the location where ImageNow found the value. It returns -1 if it does not find the value.
- **IEFindValueReverse.** This function allows you to search for a value in reverse and it returns the location where ImageNow found the value. It returns -1 if it does not find the value.
- **IEGetValueByName.** This function allows you to search for a name and it returns the corresponding value. It returns an empty string if it does not find the value.

For more information on these scripts, refer to [Visual Basic scripts for Internet Explorer](#) in the Processing>Visual Basic Scripts>Visual Basic Script Examples section of Application Plan Designer Help.

Business Insight

The following Business Insight enhancements are available in ImageNow 6.6.

Create reports from views

Report authors now have the ability to create a new report using the column data defined in an ImageNow document or project view. This feature is useful for report authors who want to report on multiple custom properties in a single report or want to define their own SQL statements for report data not exposed in the ImageNow data source.

Note You can only complete this procedure if you have the Manage Report Authoring privilege and a valid Business Insight Author license. If you need a Business Insight Author license, contact your Perceptive Software representative.

For more information, refer to [Create a report from a view](#) in the Management Console>Reports section of Administrator Help.

Import an XML report specification file

You can import an XML report specification file to create a new report.

Note You can only complete this procedure if you have the Manage Report Authoring privilege and a valid Business Insight Author license. If you need a Business Insight Author license, contact your Perceptive Software representative.

For more information, refer to [Import a report](#) in the Management Console>Reports section of Administrator Help.

Installation

You can now install Business Insight on Windows Server 2008 Service Pack 2 as a 32-bit application. You can also now install Business Insight on a 64-bit version of Windows Server 2008 Service Pack 1 or

Service Pack 2. The application runs as a 32-bit application. For these installations, you must open an additional port from those specified for Business Insight 6.5 setup and add a new firewall rule. For more information on system requirements, refer to the *Product Technical Specifications* for version 6.6.

In this version of Business Insight, the installer automatically creates the ImageNow data source based on installer values. The installer also automatically deploys the report library. For more information on Business Insight installation, refer to the [ImageNow Business Insight Installation and Setup Guide](#).

Reports

This version of Business Insight contains the following report enhancements.

- ImageNow 6.6 gives you the ability to exclude system queues and complete queues in reports. If you define complete or system queues, you can exclude them from the report. Also, if you define Automatic System Queues (ASQs), you can exclude them as well. For more information on excluding queues, refer to the *Report Library Catalog*.
- When selecting a range of dates in many reports, you can now select a revolving relative time period, such as the last seven days. For more information on selecting date ranges for reports, refer to the *Report Library Catalog*. For a list of reports where relative time period date selection is available, refer to the *ImageNow 6.5.1 Patch Readme*.
- New reporting data is available for the ImageNow data source view package that allows report authors to build reports with retention data. For more information on building reports with retention data, refer to [Retention schema definition](#) in the Creating Reports>ImageNow Data Source section of Business Insight Query Studio Help or Reports Studio Help.
- When a new package is deployed, the specifications of the existing reports are validated against the new framework. Previously, when you imported a new package, you had to manually validate report specifications.
- This release of Business Insight provides the new reports listed in the following table. For more information on Business Insight reports, refer to the *Report Library Catalog*.

Category	Report	Description
RIM	Documents under retention hold	This report shows the documents and document types with an active retention hold applied.
	Retention policy setup	This report shows the configuration of all selected retention policies.
	Document types without retention policies	This report shows the document types that are not assigned to a retention policy.
	Document disposition report	This report shows the documents that are scheduled for disposition.
Administration	Document types in projects	This report shows the documents of required and optional document types currently present in a project.
Dashboard	AP dashboard	This report shows the documents of required and optional document types currently present in a project.

Category	Report	Description
Tasks	Document tasks due in specified days	This report shows the document tasks that are due with a certain number of days, and overdue tasks.
	Project tasks due in specified days	This report shows the project tasks that are due with a certain number of days, and overdue tasks.
	Task aging report by task template	This report shows the tasks that due and overdue within six time boxed periods.
	Task snapshot by assigned users and groups	This report shows the tasks that a specific group or user is assigned.
Healthcare	Chart deficiencies by physician	This report shows the charts that have incomplete deficiencies. This report requires three string custom properties: Patient name, Account number, and Unit number.

Document Imaging

ImageNow 6.6 contains the following document imaging enhancements.

Application plans for Fax Agent and SAP ArchiveLink

ImageNow alerts users when they must create an application plan before they can proceed with creating a capture profile. An application plan must exist before a user can create a capture profile for Fax Agent or SAP ArchiveLink. If an application plan does not exist for the capture method the user selects in the Capture Profile Definition wizard, ImageNow redirects the user to create an application plan.

For more information, refer to [Create a Fax Agent or SAP ArchiveLink capture profile](#) in the Management Console>Capture>Capture Profiles section of Administrator Help.

Capture profiles and source profiles for Import Agent

In ImageNow 6.6, users can set up capture profiles and source profiles to import and assign document keys to documents captured through Import Agent.

For more information on configuring a capture profile, refer to [Create an Import Agent capture profile](#) in the Management Console>Capture>Capture Profiles section of Administrator Help. For more information on configuring a source profile, refer to [Create an Import Agent source profile](#) in the Management Console>Capture>Capture Profiles section of Administrator Help. For information on configuring Import Agent and ImageNow Server to handle capture profiles, refer to the "inserverImp.ini" section of the [ImageNow Server and Client Installation and Setup Guide](#) for your environment.

DataCapture profiles

DataCapture indexing is now available through capture profiles. Users now have the ability to set up a capture profile for ImageNow to automatically assign document keys to documents read by DataCapture. To assign document keys in a capture profile, the user must set the applicable document key in inserverDC.ini as <<index provided>>. Then the user creates a capture profile and chooses settings on the Index Keys tab.

For more information on DataCapture, refer to the *DataCapture Getting Started Guide*. For more information on installing and configuring DataCapture, refer to the *DataCapture Installation and Setup Guide*. For more information on creating DataCapture profile, refer to [Create a DataCapture profile](#) in the Other Components>DataCapture section of Administrator Help.

Package Mode

Package Mode now provides the ability to assign document keys (for example, drawer, folder, tab, Field 3, Field 4, Field 5, and Document Type) to documents via capture profile scripts running at the capture profile level.

Package Mode now enables the ability to select doc type from a list filtered at the basket level whenever the doc type barcode fails.

Development Tool Expansions

ImageNow 6.6 provides the following enhancements to ImageNow development tools.

iScript

In ImageNow 6.6, iScript contains the following new objects:

- **INRetentionHold**. This object enables you to add or remove a document hold or to determine if a document is on hold. For more information about this object, refer to [INRetentionHold](#) in the Document Imaging Objects section of iScript Help.
- **INProjManager**. This object enables you to return an array of all project types. For more information about this object, refer to [INProjManager](#) in the Document Imaging Objects section of iScript Help.

In addition, version 6.6 contains new methods and functions for the following objects: INDocument, INProjectType, INDocManager, INProject, INTask, and INGroup. For more information about changes between iScript versions, refer to [iScript updates by version](#) in the Document Imaging Objects section of iScript Help.

INTool explain-VSL command

The new explain-vsl INTool command shows the plain language syntax for VSL text that you can use in iScript. You can also use command arguments to display a list of search constraints, a list of the VSL data types, and the first ImageNow product release that supported the data type.

For more information on VSL, refer to [What is VSL?](#) in the Administer Using Command Line section of Administrator Help. For explain-vsl command syntax, refer to [INTool commands](#) in the Administer Using Command Line section of Administrator Help.

Message Agent operations

In ImageNow 6.6, Message Agent contains the following new operations:

- **GET_UNIQUE_ID**. Use the input parameters in this operation to return a unique ImageNow ID. If the request fails, an exception is returned. For more information, refer to [GET_UNIQUE_ID](#) in the Document Service Operations>General Document Operations section of Message Agent Help.
- **INOW_USER_GET_GROUPS**. Use the input parameters in this operation get a list of groups from ImageNow. The output parameters return a list of groups for which the user is a member. Otherwise, Message Agent returns an exception stating that the user belongs to no groups. For more information, refer to [INOW_USER_GET_GROUPS](#) in the Document Service Operations>General Document Operations section of Message Agent Help.

- **INOW_USER_GET_INFO.** Use the input parameters in this operation to get user profile information from ImageNow. The output parameters return information about the user. If the request fails, Message Agent returns an exception. For more information, refer to [INOW_USER_GET_INFO](#) in the Document Service Operations>General Document Operations section of Message Agent Help.
- **SEND_EXTERNAL_MESSAGE.** Use the input parameters in this operation to send an external message to ImageNow. The output parameters return the external message ID, or possibly an exception. For more information, refer to [SEND_EXTERNAL_MESSAGE](#) in the Document Service Operations>General Document Operations section of Message Agent Help.

ImageNow API

ImageNow 6.6 provides the following new ImageNow API COM calls:

- **INArchiveCurrentDoc.** This API call creates an archive record for the document or workflow item displayed in the topmost window in ImageNow Viewer according to the given arguments. For more information, refer to [INArchiveCurrentDoc](#) in the Automate ImageNow section of Administrator Help.
- **INOpenAppPlanView.** This API call initiates a named application plan and displays the document results in the ImageNow Explorer grid. For more information, refer to [INOpenAppPlanView](#) in the Automate ImageNow section of Administrator Help.

ImageNow Connector for SAP ArchiveLink

The following ImageNow Connector for SAP ArchiveLink enhancement is available in ImageNow 6.6. Also refer to [Application plans for Fax Agent and SAP ArchiveLink](#) in the Document Imaging section of this document.

ArchiveLink documents displayed in the ImageNow Viewer

You can configure the SAP Archive from Frontend functionality to ArchiveLink the document or workflow item displayed in the active ImageNow Viewer window. If you use the front end archiving functionality, you must use ImageNow Client to perform the archiving and then you may use either the ImageNow Client or the WebNow Viewer for subsequent viewings.

For more information on SAP ArchiveLink integration, refer to the *ImageNow Connector for SAP ArchiveLink Installation and Setup Guide*.

Capture profile support for multiple SAP ArchiveLink repositories

There is now support for individual capture profiles mapped to each ArchiveLink repository defined in SAP, allowing for unique indexing schemes to be applied to documents archived in different repositories. You make this functionality available by configuring the insapalink.ini file to establish mappings to individual Interact for ArchiveLink capture profiles for each ArchiveLink repository defined in SAP.

For more information on SAP ArchiveLink integration, refer to the *ImageNow Connector for SAP ArchiveLink Installation and Setup Guide*.

Organize, Search, and View

ImageNow 6.6 contains the following organize, search, and view enhancements.

Active retention hold column in ImageNow Explorer

There is a new column in ImageNow Explorer that displays documents that have an active retention hold (direct or inherited) applied.

For more information on adding retention columns in ImageNow Explorer, refer to [Add retention columns](#) in the Retention section of User Help.

Viewer file formats

You can view the file formats listed in the following table in version 6.6.

For more information on supported file types, refer to [Supported file formats](#) in the Getting Started>File Formats section of Administrator Help.

Category	Format	Version	Extension
Archive	7-Zip	4.57	7Z
	GZIP	2	GZ
	Microsoft Compressed Folder	n/a	LZH, LHA
	RAR Archive	2.0 through 3.5	RAR
Database	Microsoft Access	95, 97, 2000, 2002, 2003	MDB
Graphic	Digital Imaging and Communications in Medicine	n/a	DCM
	JPEG	n/a	JPG
	Macintosh Raster	2	PCT
	Truevision Targa	2	TGA
Mail	Microsoft Outlook	97, 2000, 2002, 2003	MSG
Presentation	Microsoft PowerPoint Macintosh	98, 2001, 2004	PPS, POT
	Microsoft PowerPoint PC	4	PPS, POT, PPTX, PPTM, POTX, POTM, PPSX, PPSM
Spreadsheet	Microsoft Excel Charts	2, 3, 4, 5, 6, 7	XLS
	Microsoft Excel Mac	98, 2001, v.X, 2004	XLS
	Microsoft Excel Windows	2.2 through 2007	XLW, XLT, XLA, XLTX, XLTM, XLAM
	OASIS Open Document Format	1, 2 ³	ODS, SXC, STC
	OpenOffice Calc	1, 1.1	SXC, ODS, OTS
	StarOffice Calc	6, 7	SXC, ODS
Text and Markup	Microsoft Excel Windows XML	2003	XML

Category	Format	Version	Extension
	Microsoft Word Windows XML	2003	XML
	XHTML	1	XHTML
	XML	1	XML
Word Processing	Corel WordPerfect Windows	5, 5.1	WPS
	Microsoft Word Windows	1.0, 2.0, 6, 7, 8, 95, 97,	DOT, DOTX, DOTM
		2000, 2002, 2003, 2007	
	Microsoft Word Macintosh	4, 5, 6, 98, 2001, v.X, 2004	DOT
	OASIS Open Document Format	1, 2 ³	ODT, SXW, STW

Records and Information Management

This release of ImageNow provides the following Records and Information Management (RIM) features. To view toolbar or menu items related to document holds, you must have an ImageNow Retention license installed on your system.

Retention holds security

With ImageNow 6.6, the names of the retention hold security privileges changed.

- The **Apply Document Hold** privilege was formerly "Assign from Grid." With this privilege, users with the Apply Document Hold privilege can apply a direct hold to documents.
- The **Remove Document Hold** privilege was formerly "Remove from Grid." With this privilege, users with the Remove Document Hold privilege can remove a direct hold from documents.
- The **Search for Documents on Hold** privilege was formerly "Search from Grid." With this privilege, users with the Search for Documents on Hold can search for documents under a direct or inherited hold.

For more information on retention hold security privileges, refer to [Hold privilege definitions](#) in the Management Console>Retention Policy Manager>Holds section of Administrator Help.

Apply document holds

This release provides the ability to apply a retention hold to a document from the ImageNow Viewer or WebNow Viewer and the Project Viewer. You can apply a document hold from several new locations within ImageNow:

- **ImageNow Explorer grid.** From the File menu, from the ImageNow Explorer toolbar, and from the context menu when you right-click on a document.

Note This enhancement moves the Hold option from the Edit menu to the File menu within the ImageNow Explorer grid.

- **ImageNow Viewer or WebNow Viewer.** From the File menu, the File toolbar, and the Actions pane.
- **ImageNow Project Viewer.** From the Document menu, the Actions pane, the Document toolbar, and the context menu when you right-click on a document.

For more information on document holds, refer to [About document holds](#) in the Retention>Holds section of User Help. For more information on applying a retention hold to a document, refer to [Apply a document hold](#) in the Retention>Holds section of User Help. For more information on removing a retention hold from a document, refer to [Remove a document hold](#) in the Retention>Holds section of User Help.

Disposition approvals

For each approval level you create within a policy, you can assign approvers to advance the approval request to the next level. You can now choose to either require approval from all of the listed users or you can select a number of approvers from those who are listed to advance the approval request.

For more information about approvals and approval levels, refer to [About approvers](#) in the Path Details>Approvers section of Retention Policy Designer Help.

Hold indicator

When you view a document on hold in the Document Viewer, an icon now appears on the status bar. The icon only appears if the document is on hold.

For more information on document holds, refer to [About document holds](#) in the Retention>Holds section of User Help.

Retention holds toolbar buttons and menu option behavior

You must select a document to enable the Apply Document Hold toolbars and menu options. The options appear dimmed or hidden when selecting a project.

For more information on the retention hold button, refer to [Toolbars within ImageNow](#) or [Toolbars within WebNow](#) in the Getting Started>Shortcuts and Toolbars section of User Help.

WebNow

The following WebNow enhancement is available in this version of WebNow.

Logging

You can now generate logs on a user-by-user basis in WebNow. In a non-cluster environment, you can set up logging for users connected to WebNow in Log File Manager. In a cluster or non-cluster environment, you can set up logging for any user in the Webnow.settings file.

For more information on per-user logging, refer to [What is per-user logging?](#) in the Logging section of WebNow Help.

Workflow Designer

The following Workflow Designer enhancements are available in ImageNow, version 6.6.

Convert Form ASQ

A Convert Form ASQ (automated system queue) is a queue that converts standalone and supplemental form types from HTML to TIF. Converting a form to TIF gives you the ability to annotate or email that form. For example, suppose you are the director of HR and your department uses a form to capture employee 401K benefit information. When an employee requests a copy of this information, you can email the employee the TIF version of the form.

To convert forms using a Convert Form ASQ, you must have a Forms or Worksheet license. If this license is not present, the Convert Form queue appears but does not allow you to define a form set. Additionally, you must install the File Processing Agent on your ImageNow Server. For more information about this agent, refer to the *File Processing Agent Installation and Setup Guide*.

For more information on Convert Form ASQs, refer to [About Convert Form ASQs](#), [Form types and Convert Form ASQs](#), and [Create a Convert Form ASQ](#) in the Queues section of Workflow Designer Help.

File Processing Agent

ImageNow File Processing Agent manages the background file processing operation for flattening ImageNow forms. Using the ImageNow File Processing Agent, you can create automated system queues in your workflow that convert a form from an HTML to TIF output without requiring customization or scripting. You can define an unlimited number of form sets within a conversion ASQ. The system appends the created TIF form as a new page on the document. The TIF page that ImageNow adds to the document allows annotations, digital signatures, emailing, and exporting. The File Processing Agent is necessary to create a conversion queue in workflow.

For more information on the File Processing Agent, refer to the *File Processing Agent Installation and Setup Guide*.

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