

### IBM Datacap 9.0.1 - Introduction Information

- Length:** 8.0 Hours
- Ref:** F251G
- Delivery method:** Classroom Instructor Led Online Self-paced Virtual Training
- Price:** INR

### Overview

This course introduces the Datacap system components, processes, and architecture. You learn how to use Datacap clients to process document batches.

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### Public

- Anyone who needs to know the Datacap architecture and Datacap clients
- Administrators who are responsible for configuring and administering Datacap system
- Application Builders who implement data capture solutions using the IBM Datacap software suite

### Prerequisites

- Recommended: Familiarity with data capture concepts
- Working knowledge of Microsoft Windows operating systems

### Objective

Upon completion of this course, participants will be able to:

- Describe the Datacap Capture process
  - Document Source, Document Transformation, Document Delivery
- Describe the Datacap utilities and clients and which roles would use them.
  - Datacap Navigator, Datacap Desktop, Datacap tmweb client, Datacap FastDoc, and Datacap Studio
- Identify the IBM Datacap configurations and components
  - Single system, Client/Server, Hybrid
  - Centralized and Decentralized

- Work with the Datacap Desktop client
  - Create, process, and monitor document batches
- Work with the Datacap Navigator client
  - Operation, Monitor, and Administrator views
  - Create, process, and monitor document batches
- Work with Datacap Web Client interface (tmweb)
  - Operation, Monitor, and Administrator views

## Topics

### **Datacap overview**

- What is IBM Datacap?
- The three process phases for capturing documents

### **Role-based Datacap clients**

- An overview of Datacap clients for different business roles.

### **Architecture**

- Datacap components
- Deployment Configuration Options
- Datacap Folders for Services and Client code
- Datacap.xml file

### **Datacap Desktop Client**

- Capabilities overview
- Datacap Desktop - Monitor view
- Select applications and tasks, and apply filter in the Monitor view

### **Application design**

- Implementation Guiding Principals
- Steps to design an application
- Analyze and define the requirements
- Application development strategy
- Scan, upload, classify and verify batches
- Datacap administrator view
- User settings
- Accessibility features of Datacap Navigator interface

## **Introduction to Datacap Navigator**

- What is IBM Datacap Navigator?
- Views in Datacap Navigator
- Job Monitor
- Batch processing, Scan, Upload, and Verify
- User settings and Accessibility features

## **Datacap Web Client (tmweb)**

- Datacap Web Client – Operations – Monitor – Administrator - Workflows
- Add Users, Groups and Stations
- Set Privileges and Permissions
- Configure Shortcuts

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