



 **idm**  
Integrated Document Management

The Solution That Streamlines Your  
Entire Outgoing Mail Process

**HASLER**  
*America's better choice.®*

# COMPREHENSIVE TECHNOLOGY THAT REDUCES YOUR COSTS AND INCREASES PRODUCTIVITY



Clear, accurate and professional communications with customers, suppliers and employees is a fundamental principle of any successful business. From invoices and account statements to order receipts and archival data, an efficient process for accumulating, storing, retrieving and mailing information results in productivity and cost savings. These efficiencies can be passed down from a manufacturer or service provider to their customers.

The expert analysis and advanced technology offered through Hasler's IDM solution gives you the capability to have a professional, state-of-the-art document/mail management process, customized for your business today and for the future. IDM is

an integrated solution that seamlessly combines analysis, software, hardware, and service support to efficiently create, store and mail documents to your customers and throughout your supply chain.

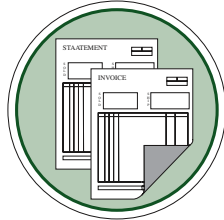
Hasler's IDM solution automates and streamlines your entire mail output process – document creation, sorting, folding/inserting and mailing – offering you dramatic savings in postage, resources, and labor costs. And it will help generate additional revenues with your newfound capability to customize documents tailored to specific customer needs.



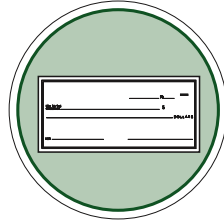
## MAKING YOUR DATASTREAM FLOW

Whether it's Accounts Payable, Accounts Receivable, Marketing or other departments, there is a lot on your data document plate, including file consolidation, forms design and redesign, document merging, presorting, and more ... the tasks seem to go on forever. With IDM, the objective is to save you time and money, while transforming your entire document handling and mailing process so information moves quickly, efficiently and accurately. IDM offers the functionality and flexibility that simplifies your outgoing mail process and makes it easier to communicate with your customers and business associates.

### INPUT RAW OR FORMATTED DATA



ACCOUNTS RECEIVABLE



ACCOUNTS PAYABLE

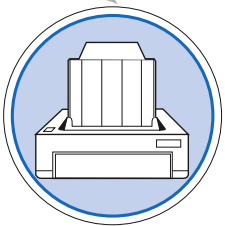


MARKETING



### OUTPUT MANAGEMENT SOFTWARE

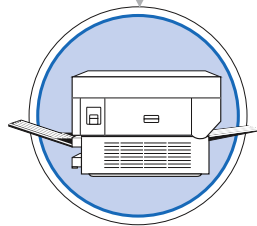
### OUTPUT TO CUSTOMER



FAX



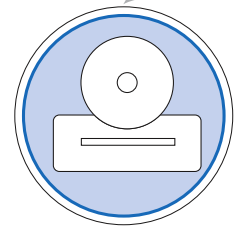
E-MAIL



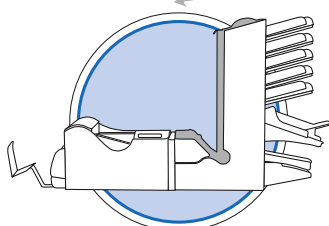
PRINTERS



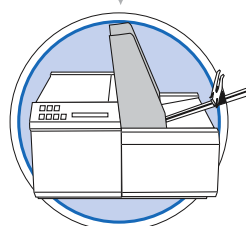
WEB



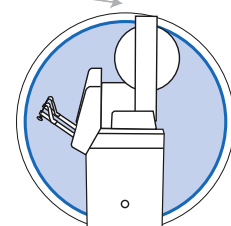
ARCHIVE



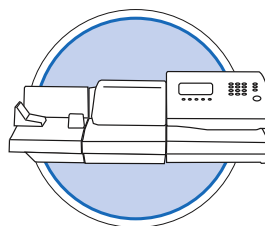
FOLDER/INSERTER



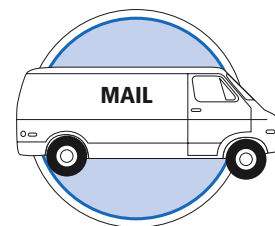
ADDRESS PRINTER



TABBER



MAILING MACHINE



MAIL TRUCK



## ANALYSIS

The best solutions come from collecting the right information. Hasler begins by undertaking a fact-finding evaluation of your specific data stream and outgoing mail process to uncover critical areas for saving time, resources and money.

A preliminary site survey will determine if your company can realize significant cost savings. A more in-depth analysis is then performed to examine data flow, document creation, distribution and postage costs. Key areas of the analysis include file consolidation, forms design/redesign, document merging, presorting for postal discounts, electronic distribution of key information, labor associated with outgoing mail, and costs to outsource some of these tasks.

***All of this professional analysis is at no cost and no obligation to you.***



## SOFTWARE

A unique component of our Integrated Document Management solution is Document Control Software (DCS) by Hasler. DCS is customizable output management software that easily and efficiently integrates your document production, distribution, archiving and mailing within a single automated operation. It puts you closer to your customers and supply chain by receiving raw/formatted data from a variety of open and proprietary system environments, transforming them into professional, easy to read business documents.

## DCS BY HASLER ALLOWS YOU TO:

### Create

Using any Windows® application, you have the design capability to create quick, easy and professional document templates to meet a customer's specific needs.

### Verify

Lower your postage expenditures through postal automation with USPS® approved CASS and PAVE certification. It ensures that you meet the highest quality standards regarding the assignment of proper Zip codes, address cleansing, and presort accuracy and verification.

### Print

Utilize all the features and increased functionality of today's high-tech printers by integrating them with your application, from high performance network and parallel printing to label printing or company-wide distribution printing.

### Distribute

Using today's high-speed technologies, you will fully automate the delivery of your communications via the exact route preferred by your customer, whether via the web, e-mail, fax, or regular mail.

### Mail

Cost-effectively automate your mail processing functions. Whether it involves sorting (in a number of ways), consolidating or mailing, DCS will help you take full advantage of today's inserting systems by managing the process with intelligent Optical Mark Recognition (OMR).

### Archive

Simplify your data storage function by automatically preparing documents that need to be saved and by generating digital copies for easy electronic archiving.

**IDM is a well-planned solution that includes a careful analysis of your document handling requirements – from all departments. It combines the right software, hardware, and service support to dramatically and cost-effectively improve your mail processing operations.**



**HARDWARE**

Another component of the IDM solution is the full range of Hasler's document handling and digital mailing equipment, cutting edge hardware that efficiently and cost-effectively supports mailing applications for any size office. Through IDM, Hasler is committed to designing and engineering the standard in folder/insetters, address printers, tabbers and mailing machines.

**Folder/Inserters**

As part of your integrated solution, Hasler's variety of folder/insetters makes your folding, stuffing and sealing of envelopes easy and economical, eliminating the labor intensive task of doing all this by hand.

**Address Printers**

Hasler address and bar code printers eliminate the tedious task of manually placing adhesive labels on envelopes and postcards. Mailings look more professional and generate more response. And you'll save valuable time and money in the process.

**Tabbers**

Hasler's line of feature-rich tabbers offers your business a high-speed solution for your mass mailing needs. Our solidly constructed tabbers will save you time and money by offering an inexpensive alternative to envelopes for mass mailings of brochures, newsletters, double postcards and more.

**Mailing Machines**

Whether you're a small office distributing a few pieces of mail each day, or a large corporation with a busy mailroom processing thousands of pieces of mixed-weight mail per hour, Hasler has your solution for fast and accurate mail processing.



**SERVICE SUPPORT**

Hasler's philosophy is that the highest quality software and hardware systems are made even more effective when backed by an unmatched level of customer service. A critical component of Hasler's IDM solution is our professional service support organization dedicated to protecting your investment. Through our national network of local independent dealers, you will receive dependable and responsive service from highly trained, Hasler-certified technicians backed by a worldwide technical support group.

Best of all, your personalized service support comes from a dealer in your community – someone who is committed to serving their neighbors, understanding their specific requirements and always there when you need them. More than 140 independently-owned and operated Hasler dealers are trained to be ready to answer your questions and help create a worry-free environment for your document handling and mail processing operations.



## HASLER PRODUCTS AND SERVICES

- Mailing Systems
- Postal Scales
- Folders and Inserters
- Address Printers
- Mail Center Management
- Postal Accounting
- Mail Sorting and Tracking
- Service and Supplies
- Leasing Services

FOR YOUR INTEGRATED DOCUMENT MANAGEMENT SOLUTION

For a demonstration  
or more information,  
please contact your  
local Hasler dealer,  
or call **800/995-2035**.  
Email: [info@haslerinc.com](mailto:info@haslerinc.com)

# HASLER

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51117 07/05  
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