IBM FileNet Image Manager PC Forms Conversion

Converts IBM FileNet Image Services PC Forms to a standard format

Highlights

Convert *IBM FileNet Services PC Forms* to a standard format

No additional development necessary

Service Offering

Multiple tasks available

Solution Description

IBM FileNet Image Manager PC Form Conversion refers to the *IBM FileNet Image Services* systems, which have documents of type FileNet PC Forms. These Forms are the *IBM FileNet Image Services* proprietary Auto Forms, which could be developed in the past, using the "*FileNet Workforce Desktop Forms Designer*"® and could be saved as *IBM FileNet Image Services* one page documents, using FileNet firmware programming language WorkFlow® Script.

The forms could be colour or b/w and are currently displayed using the *IBM FileNet Desktop Viewer*. These *IBM FileNet Image Services* documents could also contain annotations.

These documents will be converted to a JPG format where the new images with the original indexes values will be re-imported in *IBM FileNet Image Services* using the original document IDs.

To underline:

In case the documents contain annotations, these annotations will remain unchanged, including their position on the displayed new content.

The F_DOCNUMBER system *IBM FileNet Image Services* index remains for the converted documents unchanged. In the same way the F_ENTRDATE of the original documents could remain unchanged.

Pricing

- Conversion Application and *IBM FileNet BatchItIM* are applications of IBM SWG Services Germany with fix prices.

- In case the customer has an *IBM FileNet BatchItIM* license and a maintenance contract the required *IBM FileNet BatchItIM* release for re-import will be delivered without any cost

- In case the customer has no *IBM FileNet BatchItIM* license and no current maintenance, the customer must borrow for the conversion period or buy a production and test license for the *IBM FileNet BatchItIM* asset.

Fix Prices ICA:

- For *IBM FileNet BatchItIM* license and Conversion Application 50% of the fix price must be always be transferred IBM SWG Services ECM Germany.

- For *IBM FileNet BatchItIM* maintenance and leasing 75% of the fix price must be transferred to IBM SWG Services ECM Germany.

Service Hours Offering Prices ICA:

- The Service Hours Offering prices must be charged with 10% uplift on cost rate and must also include the travel costs, in case a system consultant or project manager from Germany is required in an ICA project.

Target Customer

Who do you sell this to?

- Customers with *IBM FileNet Image Services* PC Forms, who need to convert to a standard format.

- Customers with *IBM FileNet Image Services* PC Forms, who have to migrate to a new ECM system like *IBM FileNet Content Manager* or wants to use other IBM Java Viewer or IBM FileNet professional Java Viewer or any other third party viewers to display the documents.

Required Customer IBM ECM Education Prerequisites

Required Training:

Must have attended an *IBM FileNet Image Services* system administration course and resource must be an IS Admin for the system.

- Course Code: F458 – IBM FileNet IS System Administration

Find the ECM Education courses at this site:

http://www-304.ibm.com/jct03001c/services/learning/ites.wss/us/en?pageType=page&c=a0000359

Service Definition

- The scope of this transition service includes

Task 1: Kickoff Meeting

- Review the SOW

- Define Project Plan, project dates

- Define Project Team

- Review architecture needed

Task 2: Install & Review Conversion Application Mentoring

- Install Conversion Application on customer PC

- PC Requirements

- Windows only

- *IDM Desktop* must be installed on PC

- Hard drive space in proportion to the amount of images to convert per pass

- Mentor customer on Installation Guide & User Guide and conversion process

Task 3: Install & Review IBM FileNet BatchItIM Mentoring
Only in case customer requires temp license for *IBM FileNet BatchItIM*.

- Install *IBM FileNet BatchItIM* on the same PC as Conversion Application

- Review Installation & User Guide and re-import process

Task 4: Test Conversion & Import

- Review presentation on the conversion/re-import process

- Run conversion application against test data from Development environment

- Run *IBM FileNet BatchItIM* import on test data into a development environment

- Retrieve & Verify converted documents from development environment

Task 5: Limited Production Conversion & Import

- Run conversion application on up to 1000 documents from production environment

- Run *IBM FileNet BatchItIM* import on converted production data into production environment

- Retrieve & Verify up to 20 converted documents from production environment

- Successful retrieval of the 20 converted documents constitutes completion of this project milestone

Task 6: Remote Phone Assistance

- IBM will provide up to ten (10) hours of post-implementation telephone or email assistance for up to 90 days past the completion of the on-site effort

- This assistance will be accrued in forty (40) minute minimum increments (maximum total of 15 calls and/or emails). If <IBM Customer> requires additional technical support beyond 10 hours, IBM will issue a PCR and charge for assistance monthly as incurred at standard IBM ECM Software Services technical Time-and-Material rates

Deliverables

- Conversion Application

- Installation Guide for Conversion Application

- In case the customer has no *IBM FileNet BatchItIM* license and no current maintenance, the customer must borrow for the conversion period or buy a production and test license for *IBM FileNet BatchItIM* asset

Responsibilities

<IBM Cust> Responsibilities

- In order to facilitate delivery, has the responsibility to provide the following:

- Analysis and requirements gathering of the FileNet PC forms needed to be converted.

- After the Error: Reference source not found IS system administrator has received the mentoring and observed the Delivery IT Consultant, he or she will be responsible for completing the remainder of the IBM FileNet PC forms conversion

- If remote viewing becomes necessary, <IBM Cust> will provide VPN or web-based remote access into <IBM Cust>'s network and remote access to a workstation in the network that:

    - can connect to all required servers and

    - is preloaded with all required connectivity tools appropriate to <IBM Cust>'s environment.

- <IBM Cust> will make available all <IBM Cust> personnel required for this project based on the agreed-upon project schedule. Any significant delays caused by <IBM Cust> personnel not being available or project prerequisites not being met may result in schedule delays, which can impact the project sufficiently to require a chargeable PCR addressing additional or extended IBM personnel requirements and additional costs.

- Provide all information and materials reasonably required to enable Delivery IT Consultant to provide the Services, if any. You agree

that all information disclosed or to be disclosed to IBM is and will be true, accurate and not misleading in any material respect. IBM will not be liable for any loss, damage or deficiencies in the services, if any, arising from inaccurate, incomplete, or otherwise defective information and materials supplied by you.

Assumptions

- No additional assumptions at this time

Additional Recommended Services

- None at this time

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