

# FormPort® Server Software

## Streamline Your Business Processes

Over the years, organizations of all sizes have come to rely on Capella Technologies FormPort to manage and format their ERP application output. FormPort takes raw printer data from legacy software and applications such as JDE and Oracle, and converts it into finished, professional documents that can be output on popular HP LaserJet printers without the need for expensive pre-printed forms.

And now, Capella Technologies takes this technology a significant step further with FormPort Server. FormPort Server goes beyond mere document generation to change and improve business processes. FormPort Server can generate many different types of documents – for example, invoices and packing slips – from the same data. By allowing distribution options such as remote printing, email and fax, FormPort Server can significantly reduce costs, increase efficiencies and improve processes.

### Added Printer Functionality for Windows Environments

FormPort Server integrates the FormPort print server logic into a Microsoft Windows NT, Windows 2000 or Windows XP server environment. It adds significant functionality to the server operating system's standard spooler software and gives users the ability to control multiple FormPort printer profiles through one logical printer.

FormPort Server gives network administrators the ability to install FormPort enabled printers on the server as logical printers rather than physical printers. When network users require the formatting capabilities provided by the FormPort Server, users can simply print to the FormPort logical printer. FormPort server will automatically format the data and output it on the appropriate physical printer. FormPort server can be configured to automatically select a physical printer based on the printer data. For instance, a financial report could be directed to a physical printer located in the finance department, while payroll data could

be output in the human resources department. Logical printers can also be designated to output on the first available physical printer.

FormPort server can even be configured to output the same document to multiple physical printers at once, to provide simultaneous distribution to multiple locations. FormPort server can also manage the reconfiguration of the printer data, so you can output to multiple document formats using the same printer data.

### Instant "Green Bar" Reports

Getting started with FormPort couldn't be easier. The ability to generate instant "green bar" reports is built right into the software. With no design experience, no programming expertise and no additional hardware, you can automatically convert ASCII line printer data from legacy applications into traditional green bar reports that can be output on any business laser printer. This feature is ideal for accounting, reporting and any other ERP application that generates long lists of data.

Straight "out of the box", FormPort generates these green bar reports using the default printer. You can, however, change the designated printer to any laser printer on the network using an intuitive pull-down setup menu. You can even direct it to output these reports to multiple printers at the same time.

The default settings will generate green bar reports that are appropriate for most applications. If, however, you need to alter printout features such as line coloring or spacing, you can easily do this via the pull-down menu. For sensitive documents and added security, this menu even includes a Private Job function. When used in conjunction with HP LaserJet printers supporting Private Print, Private Job gives you the ability to secure documents with a pin code; the document will be sent to the printer, but it will not be released for output until an authorized user enters the correct pin code into the printer's keypad.



*Report printed on an HP LaserJet printer using standard cut sheet paper*



*Report printed on an HP LaserJet printer using standard cut sheet paper*

## Enhance Security

FormPort Server also allows you to control document output through network user profiles. In this manner, access to accounts payable check processes, payroll printers and other sensitive areas can be restricted to qualified network users.

## Highly Customizable

Using optional design tools, FormPort lets you go beyond basic green bar reports to create payroll drafts, checks, forms, and more. Document formatting, however, is only the most basic functionality offered by Capella Technologies FormPort Server. Capella Technologies offers a number of optional agents to extend the capabilities of the FormPort Server and help organizations direct, manage and archive their document output. Using these agents, companies can create a complete document formatting and management solution that's customized to meet the unique needs of their organization.

## Some of the available Agents are . . .

- **Document Creation Agents**  
Give FormPort the ability to create electronic forms for archiving and distribution in addition to or in lieu of printed forms
- **Data Input Agents**  
Allow the use of ASCII, PDF and Postscript formats as input files
- **Distribution Agents**  
Provide the ability to distribute documents via email, remote printing, fax, FTP and internet printing
- **Security Agents**  
Safeguard sensitive or proprietary documents while in network transit with robust encryption and decryption technology; can also protect final printer output from unauthorized viewing by enabling Private Print function

**Barcode Capabilities** →

**Add Logo** →

**Intelligent Data Transformation** →

**MICR Capabilities** →

**Customized Background** →

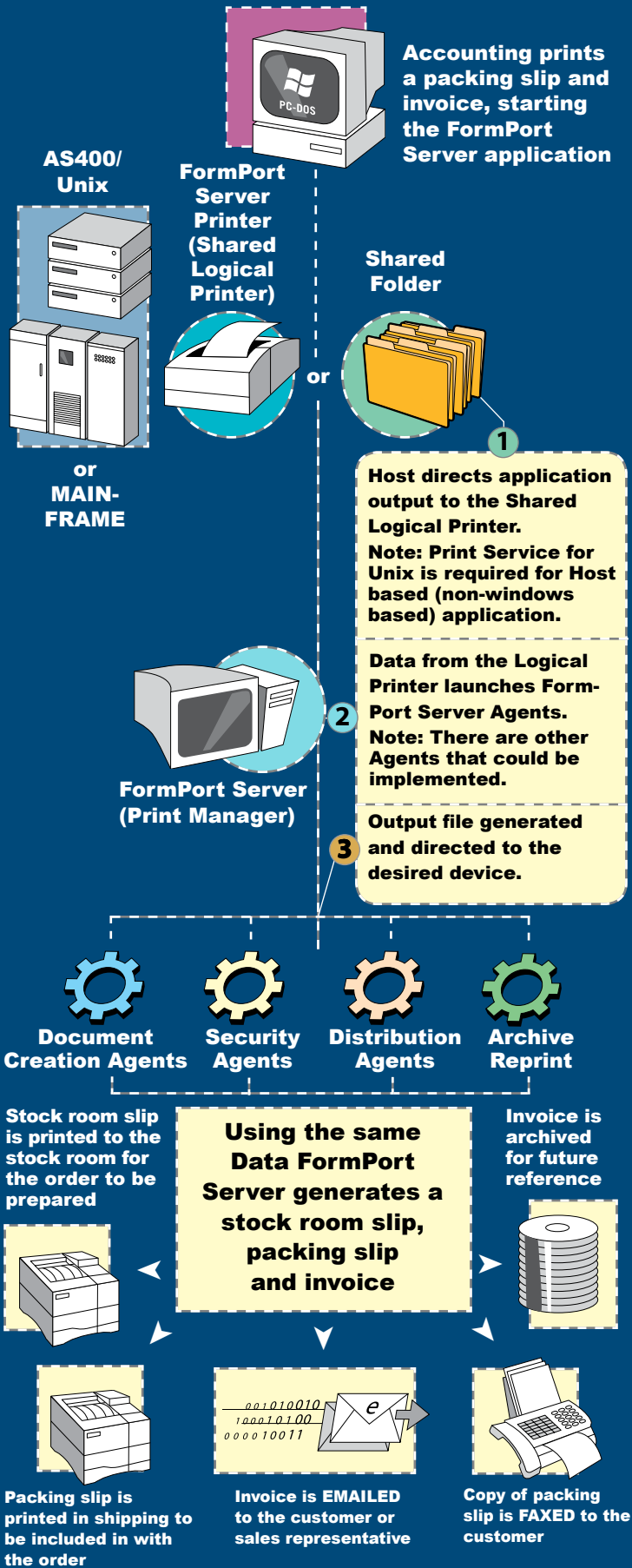
**Signatures** →

**Multiple copies** →

NON-NEGOTIABLE-COPY  
NON-NEGOTIABLE-COPY

INVOICE DATE	INVOICE NO.	DOCUMENT	GROSS AMOUNT	DISCOUNT	NET AMOUNT
07-Jan-2002	T20030000	1900000000	8717.73	0.00	8717.73
07-Jan-2002	T20030000	1100000000	8662.04	0.00	8662.04
02-Dec-2001	T20021000	1000000000	4709.68	0.00	4709.68
07-Jan-2002	T20030000	1900000000	2324.61	0.00	2324.61
07-Jan-2002	T20030000	1900000000	1810.91	0.00	1810.91
07-Jan-2002	T20030000	1900000000	2795.23	0.00	2795.23
07-Jan-2002	T20030000	1900000000	2835.61	0.00	2835.61
07-Jan-2002	T20030000	1900000000	3374.54	0.00	3374.54
07-Jan-2002	T20030000	1900000000	5741.02	0.00	5741.02
07-Jan-2002	T20030000	1900000000	4064.82	0.00	4064.82
07-Jan-2002	T20030000	1900000000	1821.04	0.00	1821.04
07-Jan-2002	T20030000	1900000000	1821.04	0.00	1821.04
07-Jan-2002	T20030000	1900000000	1821.04	0.00	1821.04
07-Jan-2002	T20030000	1900000000	2966.32	0.00	2966.32
07-Jan-2002	T20030000	1900000000	2190.89	0.00	2190.89
07-Jan-2002	T20030000	1900000000	2938.13	0.00	2938.13
07-Jan-2002	T20030000	1900000000	4868.29	0.00	4868.29
07-Jan-2002	T20030000	1900000000	2938.00	0.00	2938.00
07-Jan-2002	T20030000	1900000000	3920.93	0.00	3920.93
07-Jan-2002	T20030000	1900000000	3705.44	0.00	3705.44
07-Jan-2002	T20030000	1900000000	4512.58	0.00	4512.58
07-Jan-2002	T20030000	1900000000	842.48	0.00	842.48
07-Jan-2002	T20030000	1900000000	7991.15	0.00	7991.15
07-Jan-2002	T20030000	1900000000	2270.98	0.00	2270.98

## Real World Application Example



Accounting prints a packing slip and invoice, starting the FormPort Server application

## Real World Applications

To fully appreciate the capabilities of the Capella Technologies FormPort Server software, it's valuable to review a sample of a real world application.

Consider a typical product sales application. Following the sale, a packing slip is printed on a multi-part form, the pages of which are then manually distributed to the stock room, shipping and accounting departments. Invoices are also printed on multi-part forms; the original goes to the customer, a copy goes to the accounting department where it is date-stamped and filed, and an additional copy is faxed or mailed to the sales representative.

FormPort Server automates the creation of these different forms, consolidating the process and vastly improving efficiency.

With FormPort, the packing slip can be printed once. Multiple copies will be output directly in the stock room, shipping and accounting printers. No manual delivery is required.

The invoice process is similarly streamlined. FormPort prints an invoice, emails a copy to the customer, archives a copy in electronic format for the accounting department, and faxes or emails a copy to the sales representative. There's no need to fold and mail the invoice and no need to date-stamp and file paper copies.

In both processes, the need for impact printers, pre-printed forms and manual copy distribution is completely eliminated. Using FormPort Server, all packing slip copies and invoices are printed on laser printers or generated and stored electronically. The result is a significant and ongoing savings in the cost of pre-printed forms, the facilities required to store these forms, and the labor required to deliver and manage them. It's a welcome benefit for any organization looking to contain costs.

## A Complete Document Output and Management Solution for Your Organization

With the broad capabilities afforded by FormPort Server and the flexibility offered through the many available optional modules, FormPort Server can be easily customized to meet the needs of your organization. Your Capella Technologies representative can work with you to create a complete document output and management solution that meets the formatting, distribution, archival and security requirements of your organization. Contact your authorized Capella Technologies representative for more information.

## About Capella Technologies, Inc.

Capella Technologies provides Document Output Management & Job Accounting products which enable companies to format, print, monitor, allocate, archive, distribute and secure business-critical documents in the most cost-effective way possible.

To learn more about Capella Technologies' FormPort® Server Software or other products, please visit our website at [www.capellatech.com](http://www.capellatech.com) or email [sales.info@capellatech.com](mailto:sales.info@capellatech.com).

# FormPort® Server Product Summary

Business Partner



	FormPort Server Light	FormPort Server SMB	FormPort Server Professional	FormPort Server Enterprise
Supported Printers	1	5	20	UNLIMITED
Maximum No. of Printing Processes	3	10	UNLIMITED	UNLIMITED
FP Server – Additional Server License				INCLUDES 1 ADDITIONAL
FP Server Client (Remote Access)		✓	✓	✓
E-Forms Agent	✓	✓	✓	✓
Backup Agent	✓	✓	✓	✓
Print Agent	✓	✓	✓	✓
Pause Agent	✓	✓	✓	✓
Execute Agent (Filter Enabler)	✓	✓	✓	✓
File Split Agent (Multi-Printers)		✓	✓	✓
Forms Management Agent			✓	✓
Email Agent		✓	✓	✓
Fax Agent			✓	✓
FTP Agent		✓	✓	✓
Encryption Agent (DIMM Req.)	✓	✓	✓	✓
PDF Agent				✓
PDF to Text Agent				✓
PostScript to Text Agent				✓
Records Processor Agent		✓	✓	✓
Formport Designer (Requires FPDesigner Support Pack)			✓	✓
Annual Support Pack – FP Server				
FP Designer Training and Installation (Online) – Support Pack				INCLUDED (Up to 3 hours)
MSRP – call (714) 385-4900				

FormPort is a registered trademark of Capella Technologies, Inc. The information contained in this document is subject to change without prior notice. All trademarks and registered trademarks are the property of their respective companies.



**CAPELLA**  
TECHNOLOGIES

[www.capellatech.com](http://www.capellatech.com)

U S A Corporate Office

2099 S. State College Blvd., Suite 500, Anaheim, CA 92806 TEL 714.385.4900 FAX 714.385.7936