

DFWorks® Mailrun Management

Automated Job Setup and Insert Plan Management to Improve Process Integrity

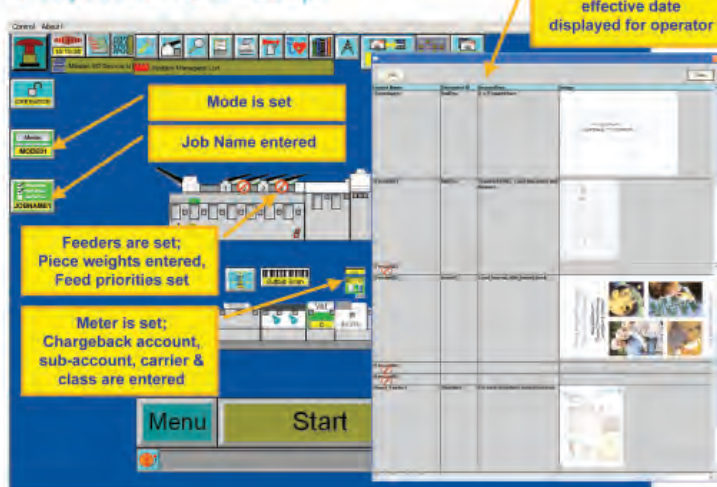


DFWorks® Mailrun Management

The key to gaining efficiencies in an Automated Document Factory are captured in one word: Automation. The more steps operators must perform; the more chances for errors to be made. And in partially-automated workflows, a small error upstream can wreak havoc further downstream as the error cascades.

That's why Pitney Bowes Emtex has developed the Mailrun Management Module with Insert Plan Management for its DFWorks® suite of Intelligent Document Factory® solutions. The Mailrun Management module provides a process control and job management solution to simplify inserter setup for operators and improve reporting accuracy of print-and-mail jobs from start to finish. In addition, the Mailrun Management infrastructure provides the basis for accurate and automated job tracking using the DFWorks Production Workflow module.

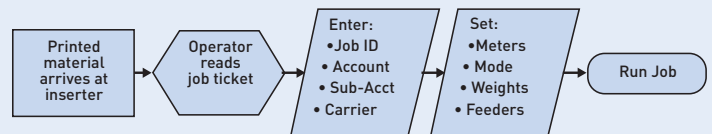
DFWorks® Mailrun Management Simplified Job Setup



DFWorks Mailrun Management Provides Important Benefits

A quick comparison of the job setup process before and after implementation of the DFWorks Mailrun Management automation solution reveals that print-to-mail operations stand to gain important benefits by automating and streamlining the job setup process.

DFWorks Mailrun Management Job Setup – “Before automation”



The job setup process before implementing DFWorks Mailrun Management can be a cumbersome, multi-step process that presents multiple opportunities for errors and downtime that can result in a host of unnecessary costs. The following table offers example of where errors can potentially occur and resulting impact.

Opportunity for error	Resulting cost of error
Extended job setup time	Wasted time, lower productivity
Multiple steps	Requires training and retraining
Incorrect data entry	Costly reporting errors
Incorrect meter settings	Wasted postage or rejected mail
Incorrect inserter mode	Wasted materials
Incorrect feeder settings	Improperly assembled mail, loss of credibility

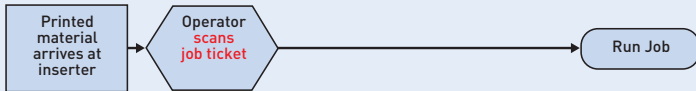
DFWorks Mailrun Management

DFWorks Mailrun Management (MRM) is a job setup automation solution that works in conjunction with your DC inserters and/or Mailstream Monitor workstations. DFWorks MRM simplifies job setup by entering all of the information associated with the job into DC, such as.

- Job name
- Chargeback Account
- Postage Meter setting
- Insert IDs
- Piece Weights
- Add more

Improve workcell efficiency, accuracy, and data quality with automated job control.

DFWorks Mailrun Management Job Setup – “After automation”



The job setup process is dramatically more efficient and productive when it is automated using the DFWorks Mailrun Management solution. Instead of lengthy, labor-intensive setup processes, the entire operation benefits from faster setup time, a simplified overall process, improved accuracy, fewer errors and less waste.

Automation Benefit	Savings
Faster job setup	Improved productivity
One simple step	Minimal training, an intuitive process that's easy for operators to learn and use
Valid job data entry	Accurate, automated reporting
Correct meter settings	No wasted postage, higher integrity mail
Correct inserter mode	Faster setup, less material waste
Proper feeder settings	Correctly assembled mail, higher level of confidence

The overall results are faster setup time, increased reporting accuracy, less rework, and a reduction in unnecessary costs caused by improper job setup. In addition, by simplifying job setup to a single barcode scan, operator training is less complex and more straightforward, making it easier to train new personnel.

Mailrun Management software provides these benefits across many ADF applications, including:

- DFWorks Postage Accounting
- File-audit inserter processing
- DC File-based control insertion
- Basic job tracking in any environment

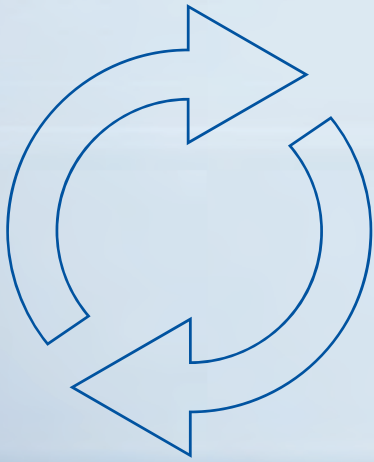
DFWorks® Mailrun Management Insert Plan Management

The Insert Plan Management feature centralizes insert plans and delivers up-to-date information directly to the operator, helping to ensure that the right material gets loaded for each job. Insert plans can be displayed on any MSM or InSite workstation to support non-DC inserters or manual work stations.

The highest degree of process control occurs when the system is fully integrated to a DC inserter. The following operator setup steps become fully automated:

- Insert weight for accurate metering & reporting
- Insert size for feed verification
- Feeder control mode (Always, Selective, etc)
- Machine mode for processing



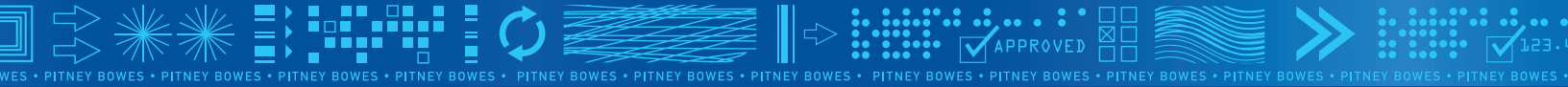


DFWorks® Solutions

Mailrun Management with Insert Plan Management can run independently or be combined with additional modules offered in the DFWorks suite of Intelligent Document Factory® solutions.

These DFWorks modules help businesses:

- Provide visibility to mail pieces, including contents, to clients and line-of-business stakeholders
- Track jobs and workflow to achieve key service-level agreement (SLA) deliverables
- Measure and manage productivity and quality to Six Sigma® practices
- View piece-level job status during production to create reports and compare historical results
- Manage postage accounting, funds used in metering, and provide postal documentation associated with mailings



For more information, call us today or visit us at www.emtex.com.

Emtex Limited

Emtex House, Station Road,
Kings Langley, WD4 8LH, United Kingdom
Tel: +44 (0) 1923 270882
Fax: +44 (0) 1923 266020
Email: info@emtex.com

Emtex Software, Inc.

901 Yamato Road · Suite 120
Boca Raton, Florida 33431 · USA
Tel: 561.241.7229
Toll-free: 877-EMTEXSW (877-368-3979)
Fax: 561.988.9561
Email: info-usa@emtex.com

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