



Folder Inserter Software File Based Processing®



Security & Integrity Solution

Ensuring job integrity with constant document tracking.

Accuracy is crucial when assembling business critical documents. When organizations need to adhere to strict compliance regulations like GLBA or HIPAA, privacy is of the utmost importance. FP Mailing Solutions' File Based Processing® meets these strict compliance standards, ensuring job integrity with constant individual document tracking. For clients who fold and insert transactional and sensitive information based mailings, File Based Processing® ensures security, privacy, and evidence that the entire mail run was processed and completed.



Constant Document Tracking

See which documents are waiting to be processed, those in the system processing, and those that have been completed.



Job Status, Recording & Reporting

Understand which jobs are completed, which need to be processed, and view reports on all of them.



Verifying & Marking

Only after each item in the envelope is accounted for, inserted, and exits correctly will the set be marked completed with a time/date stamp.

Every envelope pack in a print run is marked finished only if it is processed 100% correctly including any and all inserts. Any envelope set that is not processed or did not make it to the exit of the inserter can be manually processed or sent back to be reprinted.

In addition, specific documents that have been barcoded to fold and insert, can be diverted before folding by simply entering a document number or other unique information. Users can process all printed documents, and the documents that should not be mailed will be automatically diverted before folding. This eliminates users from having to go through stacks of paper searching for a document that should not be mailed but has already been printed.

Pairs with FPi Folder Inserters

An FP folder inserter paired with File Based Processing® software is the perfect combination to efficiently process documents securely and accurately.



File Based Processing®

Folder Inserter Software

How it Works

File Based Processing® is a high-integrity document processing solution for Folder Inserters. The program knows the exact contents of every envelope even before the documents are printed. After print and processing through a File Based Processing® enabled folder inserter, each set of documents and inserts are verified, accumulated, inserted, sealed and then a time & date stamp of the completion is recorded.



Standard Features

- Provides verification and confirmation that each recipient's mail piece is correct
- Individual document tracking
- Ability to view mail pieces that have not been processed, are in process, and are complete
- Reports for items manually removed from the folder inserter
- Reports for envelopes that were completed by hand
- Notifications for missing documents that have not made it to the exit after all printed sheets have been processed
- Ability to send a reprint file back to the external software to be reprinted

Specifications

- Compatible with FPi 6130, FPi 7140, and FPi 8140 Folder Inserters
- Works with external software such as FP's FlexStream® & other software that creates the Mail Run Data File (MRDF) format
- File Based Processing is a package that includes software and hardware including the PC, attaching stands, keyboard, etc.
- File Based Processing® resides on a provided local PC networked to the folder-inserter