



Straight out of Quincy!

Forensic examiners archive evidential documents with windream

Who doesn't know him, the strong-willed forensic doctor Quincy M.E., title character of the successful US crime series, in whose lectures whole bunches of students fainted at the sight of a corpse? Taking a look at the activities of a forensic institute, it becomes obvious why Quincy's students used to lose their nerves during autopsies.

The range of jobs in modern forensics is wide: It includes the examination and evaluation of cases of death – e.g. in case of third party liabilities – of criminal assaults, of possible errors in medical treatment, of poisonings and dubious kinships, of biological DNA traces and of complicated forensic questions. Quincy himself would have been glad to have the tool used by the forensic experts* today. But Quincy didn't know windream!

The forensic institute* has been using the windream ECM system for archiving all

relevant documents concerning their forensic work for some time.

Among other things, this includes order confirmations – also in the form of fax messages – record sheets, examination certificates, sample supply notes, transfer orders, examination reports, invoices and further heterogeneous receipts that the forensic institute must manage and archive compliantly in the context of efficient document management.

* Unfortunately, the specific forensic institute described in this article does not wish to be identified. Thank you for understanding.



From the lab information system straight into the digital archive

For the creation, capturing and processing of forensically relevant data and documents, the institute uses a special laboratory information system guaranteeing meticulous quality controls and a seamless documentation of all forensic processes.



Once the documents associated with a job have been created in the laboratory information system, the data are prepared as printable documents. Next to hardcopy documents, which are still legally necessary in many cases, the IT system of the forensic institute also creates PDF documents, which are forwarded to the windream archive as

electronic pendants of the hardcopies.

This is of course much faster and more convenient than browsing through stacks of hardcopy documents and archives, especially since information stored in the windream archive are also indexed via the windream-internal fulltext extraction. This function allows users to conveniently identify archived documents on the basis of text fragments or keywords and thus to retrieve them with little effort.

For the digitalization of relevant documents and for transferring print data into the universal PDF format, the forensic institute uses the eDocPrint-Pro freeware, a product of X.KEY GmbH. Additionally, the plug-in module „AutoPrint“ is used in this technical context. It is responsible for the correct transfer of information provided as PDF documents to the windream archiving system and for their compliant storage.

Key facts:

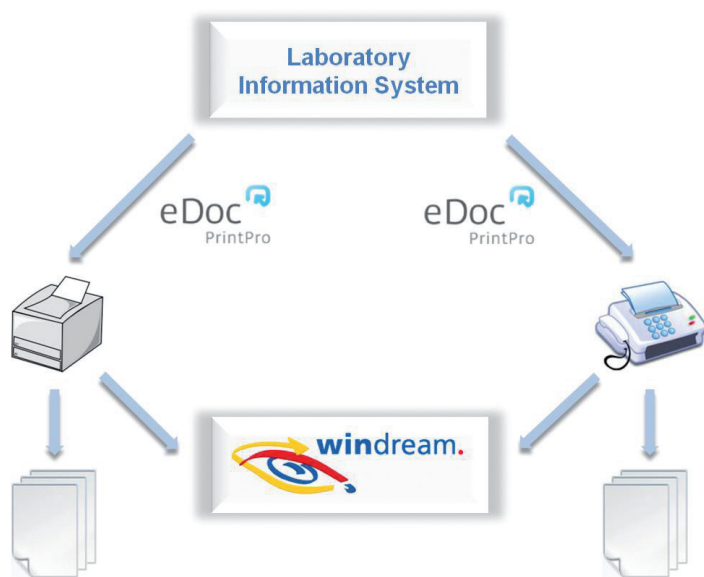
- Direct transfer of electronic PDF-documents to the windream Archive
- Electronic archiving of all order-related documents in the forensic institute
- Gapless documentation of all relevant forensic processes
- Quick availability of all archived information

The aim of this procedure is to speed up the process of accessing already archived electronic documents, allowing any desired information on a forensic process to be drawn from the digital windream archive at the push of one button.

Forms upon forms

In most cases, information are forwarded and archived as standardized forms, e.g. death certificates. The system deposits such recurring document schemes as so-called „underlays“ or templates with unchangeable formal structures.

Without the use of underlays, the corresponding documents would still be retrievable with the overprint data only, but no connection to the associated form could be made. By linking form and content, however, documents can easily be identified and evaluated.



Archiving forensic-related documents: from the laboratory information system via the printer management into the windream Archive

Only the specific contents, such as name, time of death, and further information can be varied as „overprints“ in the form. The windream archive stores the underlays as well as the overprints, allowing the contents as well as the underlying forms to be viewed in later research operations.

Even faxes can be archived

Also, the forensic institute often sends electronic information directly as faxes, without printing the documents as hardcopies. Also in these cases, the electronic fax is directly forwarded to the windream archive, since the Auto-Print Software transfers PDF documents to be sent as faxes to the fax printer as well as to the windream archive.

Important contribution:

the Austrian windream distributor Pronobis



One of the supervisors of the archiving project of the forensic institute is the windream distributor Pronobis GmbH who has already successfully realized many complex Document Management, Enterprise Content Management and archiving projects.



As a rule, the system automatically saves all documents forwarded to printers in the windream document archive.

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