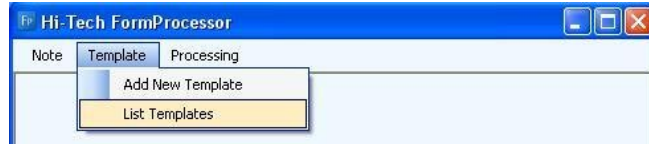



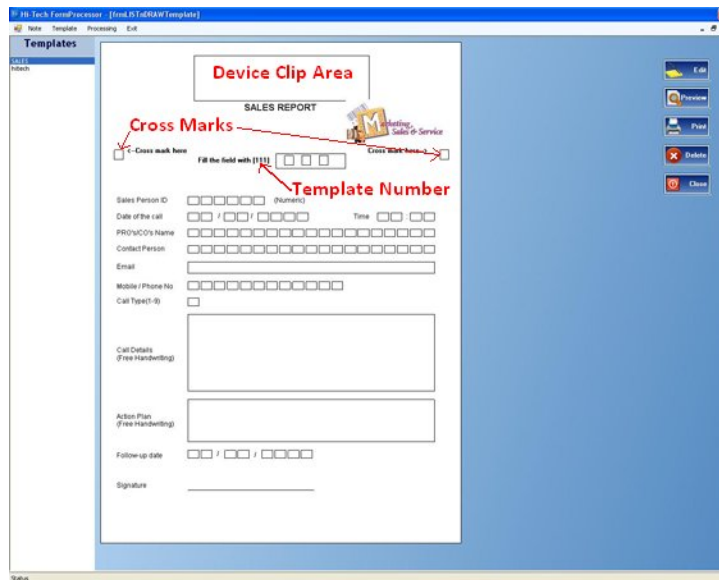
# HI-Tech Form Processor Quick Start Guide

Sequence of the steps to be followed for Form Processing:

1. Start the Hi-Tech Form Processor Application.
2. Go to Template Menu and click List Templates.




3. In the appearing List Template window select the Sales Template from the list. Click the Print button . Select the printer then click the Preferences button set the Page Size to A4, Page Orientation to Portrait (Scaling to none if any) and click OK and then print.
4. Clip the device in the clip area of the printout.



5. Fill up the form, while filling make sure that Cross marking (X) is done in the cross marks area provided, fill the Template Number in the Fill the field with area and save the notes.
6. Connect the device to the system. Go to Note Menu and click Note.

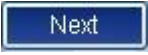


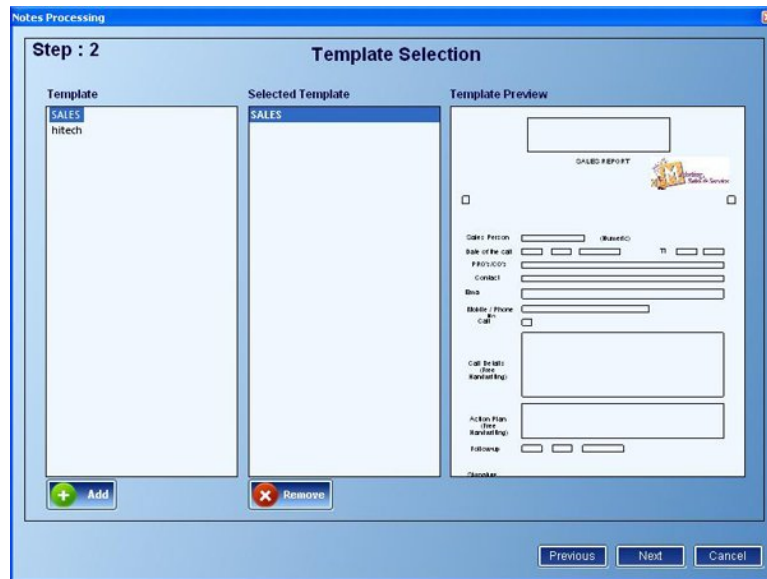
7. Click the download button  in the Note download window. All the notes from the device will be downloaded and displayed in the list of notes with the downloaded date and time as the name. Click + to see


all the notes downloaded. If you want to see the hand written notes just click on the note, the corresponding handwritten note will be displayed in the note preview area then Click Close button to close the window.

8. Go to Process Menu and click Start Process.





9. A Notes Processing window will appear. In Step1 sequence of steps to be followed for processing notes will be displayed. Click the Next button  Step2 will be displayed where you can select the template for process.



10. Select the Sales Template from the list of Templates available and click Add button  to select the Template. Click the Next button, Step3 window will be displayed for Notes Selection.



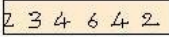
11. Select the Notes to be processed from the list, click the Add button  to select the Notes for Process.

Click the Process Button . The following image will appear till the notes get processed.



12. Once the Process completed you will be redirected to Edit and Save notes window where the original handwritten note will be displayed in the left hand side and the corresponding processed data will be displayed in the right hand side of the window.



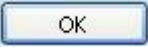
13. If you want to edit the data of a field click the particular field, the corresponding field handwritten image will be displayed above the field.


	
Sales Person ID	<input type="text" value="234642"/> (Numeric)

14. Press the TAB key to move to the next field to validate and edit. After the validation click the Save button



to save the modifications and Click the Next button  to move to the next note if any.

15. Click the XML button  after the validation, Browse for Folder window will appear. Select a folder or if you want to create a new folder click Make new folder  to export the processed data into XML and click the OK button .

16. The output XML file will be saved in the selected destination folder. Click the Close button  to close the Processing window and go to main window.