Not rendering correctly? View this email as a web page here.

Librex Newsletter - September 2013

Hi Marc-Andre,

Here's the September edition of our Librex Newsletter, which has the goal of keeping you informed about various Librex best practices and presenting you some of our new features.

Drag&Drop Documents into Librex!

It's now possible (since version 3.15.2.13) to drag and drop documents into Librex to quickly import them.

To do so, select any document of any format and drop it on the Librex dashboard. You will then be able to define its document model, and then the document will be added to a new batch in the importation window. This window will be launched automatically if required.

You've already started to import a batch of documents in the importation window and would like to add an additional document? You don't require anymore to use the "Import" button and then to retrieve and select the new document to add. Just drag and drop this new document directly on the importation window, and it will directly be added to your current batch.

Do You Use Separation Sheets To Split Your Documents Automatically?

When your documents don't have a fixed number of pages, it can be painful to split them manually into documents of X pages on screen, or to create new batches for each document. Sometimes, defining "end of page detection" automatisms is the best approach, but this strategy is not always applicable.

In those cases, we recommend to use separation sheets to split your pile of X scanned pages into multiple documents with the right number of pages each. During the physical preparation of your documents, just insert those physical separation sheets between each document instance and Librex will split them automatically, taking also care of removing the image of those sheets after they were scanned.

The same principle applies to capture folders, with separation sheets that can be inserted between each folder instance to capture.

You can configure your own separation sheets, but Librex already recognizes some specific types than don't need any configuration. You may download those preconfigured sheets here:

[Document Separator Sheet.pdf](#)

[Folder Separation Sheet.pdf](#)

Thank you for reading our Librex newsletter. We appreciate your interest in our solution and invite you to contact us for any question.

We also invite you to follow us on [Twitter](#) or like us on [Facebook](#) to get all the latest news on Corium and Librex.

If you think some of your contacts would be interested to subscribe to our Librex newsletter, feel free to invite them to subscribe here: [Subscribe to Librex Newsletter](#)

Marc-Andre Chartrand

Vice-President, Business Solutions

[*mchartrand@coriumsoft.com*](mailto:mchartrand@coriumsoft.com)

1(800)661-7899
librex@coriumsoft.com

Share

©2013 Corium 3233 Jean-Beraud Laval QC H7T 2L2 Canada

You received this email because you are subscribed to Librex Newsletter from Corium.
If you prefer not to receive emails from Corium you may unsubscribe or set your email preferences.

Powered by HubSpot