



**SourceTechnologies**<sup>®</sup>

## **CheckPartner Enterprise: A Disbursement Fulfillment and Management Solution**



Source Technologies helps companies manage secure transactions in real time.

Our solutions include magnetic ink character recognition (MICR) printers for printing checks and other negotiable documents using a level of security unrivaled in this industry. Our check-printing software provides an easy way for businesses to print checks, electronic disbursements and other sensitive documents in remote locations while maintaining centralized control over the whole process. In addition, our secure document printers use the same high-level of security for printing prescriptions and other time- and information-sensitive material.

Our solutions enable companies to print all required information on almost any negotiable document or form in a single printer pass. More than 15 security features help our customers mitigate the risk of check fraud. And since we eliminate the need for pre-printed checks and forms, we eliminate the high costs associated with purchasing and securing this inventory, saving our customers hundreds of thousands of dollars.

Headquartered in Charlotte, NC, Source Technologies has offices across the United States.

We have produced this white paper for our customers, partners, and prospects to provide an overview of CheckPartner Enterprise, a single platform for organizational disbursements.

## CheckPartner Enterprise Overview

CheckPartner Enterprise (CPE) allows users to print MICR checks and other negotiable documents from any location, on-demand while maintaining centralized control of the process. Checks can be created manually or by importing data from other sources. CPE is scalable, allowing a virtually unlimited number of item types, which makes it the perfect solution for businesses with multiple branches or locations that need to print checks.

### Capabilities

CheckPartner Enterprise provides a single platform for all disbursements within an organization. As an example, banks may use it to print cashiers checks at the teller line, starter checks at the platform, and loan checks in the back office. In addition, CPE permits secure check printing through the Internet; supporting remote printing applications.

- CPE provides records of disbursements and even tracks the changes to checks occurring outside the system. Reconciliation data generated by banks or Office of Foreign Assets Control (OFAC) can be imported to update payment status.
- CPE supports all business processes typically associated with check printing including serial number generation, voiding, reprinting, reporting, importing/exporting, and printing.
- CPE supports all security features of Source Technologies' secure MICR printers. These include DES encryption, bi-directional print confirmaton, secure fonts, and MICR line, copy count restriction and jam recovery override.
- CPE allows for the creation of custom plug-ins to support customer requirements. For instance, a plug-in can be created to support a file output to a general ledger system operating on a mainframe with a specific interface.
- CPE supports Active Directory authentication of users. This capability greatly reduces the administrative burden associated with user maintenance.

## How It Works: A Closer Look

In a typical configuration, a customer data source application writes a data file to a directory. CheckPartner Enterprise monitors the directory for new files, imports the files, and either prints the checks immediately or holds them in queue for approval or subsequent printing. CPE can also export files to other systems as needed.

### Web Interface

The CheckPartner Enterprise Web Interface provides end-users with the ability to perform all the common business processes associated with check printing.

**Authentication** - Users log into the system via username and password. These may be defined within CPE or Active Directory.

**Item Types** - CheckPartner Enterprise supports an unlimited number of item types. Residing in its own database table, an item type consists of a check design, import and exports, manual-entry screens, reports, searches, etc.

**Queues** - Within CPE, a queue is a view of checks designed for a specific purpose. The default queues are Unprinted, Printed, Voided, Issued, Approval, and Denied. CPE supports the creation of custom queues, including the assignment of users who can access the queue.

**Printing** - Checks may be selected individually for printing or can be printed all at once. CPE supports dynamic printer selection based on the value of a data field. Using this mechanism, an organization can issue a batch print where checks are printed to remote printers throughout the organization simultaneously.

**Approvals** - CPE supports an approval process for checks. An approval may have up to 20 steps. If desired, the approver's signature can appear on the check when it prints. Approvals may be configured to allow different users to approve checks of different dollar amounts.

**Voiding** - Authorized users can void a check before or after it is printed.

**Manual Entry** - Checks can be entered into the system via data-entry screens. These are designed to fit each customer's specifications.

**Export** - CPE can export data to other systems. It can write files, call web services, or exploit other software interfaces. Exports can be initiated by a user, the program, or scheduled.

**Search** - As a database application, CPE allows for records to be searched using any criteria.

**Reports** - CPE supports reporting via the plug-in interface. This allows customers to select the reporting tool they prefer. Typically, these are SQL Reporting Services, Crystal Reports, or Active Reports. A report's plug-in can provide the user-interface to collect data and then pass it to the reporting engine.

**History** - At any time, a user can see the history of a given check including where it stands in the approval process. For example, you can search for a check and then review its history to learn if it has collected all the necessary approvals required to print.

**Messages** - CPE notifies end-users of print confirmations and errors which occur while processing checks. This mechanism allows simple diagnosis of problems which may occur.

### **CheckPartner Enterprise Manager**

The CheckPartner Enterprise Manager (CPEManager) is a separate application used by administrators to configure CheckPartner Enterprise. It provides a simple user interface for the creation of users, groups, item types, output pages, etc.

**Selection of Databases** - Depending on your requirements, CPE may be implemented with one or more databases. CPEManager allows administrators to navigate freely between databases.

**Definition of Item Types** - CPEManager allows administrators to create new item types. This includes the definition of the database schema, the forms (check designs), the printers, users and groups, event logs and print client service profiles.

**Definition of Users** - CPEManager provides the ability to create users who can log into CPE via a Web interface.

**Definition of Groups** - Groups of users may be defined to share common permissions. All permissions are defined at the group level.

**Event Logs** - CPE writes events and errors to the event log on the server. Using CPEManager, an administrator can view these in detail, allowing administrators to determine which imports and exports were completed successfully, if checks printed or failed to print, or if there are errors.

**Approvals** - CPEManager allows administrators to define how many approvals are required for a given item type and which users and groups are allowed to approve items.



**Printers** - CPEManager allows for the definition of printers to be used for check printing. This enables complete control over which printers can be used, who can print to them, and how the printers are configured. The UNC path can be designated along with the IP address, the printer type (PCL vs. bidirectional PCL), and the printer serial number.

**Queues** - CPEManager allows for the creation of custom queues in which database fields can be viewed and sorted. Views within a queue can also be defined and users/groups can be assigned to the view.

**Imports** - Imports of data into CheckPartner Enterprise are accomplished by defining an import plug-in in CPEManager. The plug-in specifies how an incoming file is parsed and its fields written to the database. This definition is implemented as simple XML, avoiding costly custom programming. There is no limit to the number of imports which allows CheckPartner Enterprise to interface with any number of data sources.

**Serial Number Ranges** - Every check requires a check number (serial number). These can be sent to CPE in the incoming data file or can be assigned by CPE as the checks print. CPEManager provides the mechanism for defining the serial number ranges.

**Permissions** - CPEManager allows administrators to define which groups can perform certain operations on a check. Permissions can include printing, reprinting, voiding, approval, manual-entry, update, exports, search, and run reports.

**Print Limits** - With CPEManager, administrators can define the maximum dollar amount for which an item type can be printed. It can also track the daily total for a given item type. These features limit check fraud.

**Member Criteria** - CPEManager allows for criteria to be defined to determine which checks a user can see.

### **Print Service**

CheckPartner Enterprise Print Service controls check printing. When a user presses the Print button, the print service reads the underlying data, converts it to compressed, encrypted XML, converts it to PCL, connects to the printer, and prints the job. If bidirectional communications are used, the printer passes the print confirmation back to the print service which subsequently updates the database. This mechanism is simple, reliable, and allows for centralized or remote printing.



## System Requirements

### Web Server

Windows 2003, Windows 2008, Windows 2012 server with current Service Packs

\* 32 and 64 Bit Operating Systems

SQL Server 2005, SQL Server 2008, SQL Server 2012

\* 32 and 64 Bit SQL Versions

.Net Framework v4.0 with current Service Packs

IIS (Internet Information Services) with ASP.NET and IIS 6

Management compatibility

configured for the IIS role services.

Machine should be configured to the recommended resources of Windows and .NET

### Database Server

Windows 2003 server or later, current service packs

SQL server 2000 or later, current service packs

1GHz Pentium III or higher

512 MB RAM

500 MB available disk space

CD/DVD-ROM

Internet Information Services (IIS) 6.0

.Net Framework v2.0

\* Only required if CheckPartner Enterprise services are installed on the database server closings.

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