

## FACTSHEET

# MS Office® Format Converter

Convert data on a server from MS Office Applications into neutral formats



### What is MS Office Format Converter?

The application converter for MS Office interprets files from the applications MS Word, MS Excel, MS PowerPoint, MS Visio, and MS Project. This application server generates long term archive formats and neutral formats for further use.



### What does MS Office Format Converter do?

Often there are problems with original files, which were generated in applications and which were stored without use for long time. Application files are dependent from version and operating systems. Such files have to be converted at the change of the IT environment. But data migrations in archives should be avoided. A better approach is the conversion of application files into **standardized long term formats** before storing for a long time. This formats could be PDF/A, TIFF, JPEG thumbnail images.

### Benefits

Within the document life cycle in your company the application converter from SEAL Systems solves all tasks of registration and conversion into neutral data formats of application data from MS Office.

Files suited for follow-up processes are provided: long term archiving, print, publishing, and platform-independent information exchange.



### Input formats

MS Office: Word, Excel, PowerPoint, Visio, Project.  
CorelDraw.

### Output formats

PDF, PDF/A, TIFF, JPEG thumbnail images, XPS (as of 2007)

For each job the files are compiled to one output file or are output as one single file.

# MS Office Application converter

## Funktions

The converter works within the DPF environment (Digital Process Factory® from SEAL Systems). With this all possibilities of DPF processing are available like scaling, parallelizing, prioritising and queuing.

Within the pre-configured processes of DPF4Convert various typically used can be performed. For example there are additional processes available like checkin and checkout into DMS and PLM systems, stamping, title-field adjustments with meta data from a administration system and many more functions. Further customer scenarios can be quickly and easily configured with the graphical configurator of the DPF.

The DPF technology cares for high performance through parallelizing and scaling, high reliability and integratin into system control software as well as tracking possibilities via native clients, web clients and integrated administration systems like SAP DMS.

The generation of neutral files ist done with a meta format, which is created by printing or export. In case of generation with printing a device-independent PostScript driver is used. For export the Adobe Plugin can be used if provided by the customer. From Office 2007 the contained PDF Plugin from Micrrosoft can be used. A particular attention is payed on the output true to original. This means that the generated neutel file looks exactly the same as the printed version.

Meta data can be added in the generation process. For example according to the XMP standard of PDF/A.

All output files are checked before output according to the rules of the wanted file standard (TIFF V6, PDF ISO 32.000, PDF/A ISO 19005, JPEG ISO 10918).

## Licensing

Licensing is server-related. At integration in SEAL Systems conversion server for SAP or Teamcenter also user-related licensing can be of advantage.

For a bundle of three (Word+Excel+PowerPoint) there is a reduced collective license.

## Product codes

CIDOC, CIXLS, CIPPT, CIVSD, CIMPP, CI30

## Functions of the applications

Application converter from SEAL Systems are configurable in various ways.

Examples:

- Processing of files of different Office versions
- Intelligent, setable process with interactive elements like message boxes, macros, pop-up Windwos, etc.).
- Takeover of meta data from application files.
- Actualizing of field functions
- Recognition and processing of protected files
- Additional print of change and tracking information
- Conversion of cutted parts, page parts, singel tables
- Execution of customer-specific macros before conversion (for example for filling of customer-specific fields)

## Interfaces

Application server from SEAL Systems can be used in various environments.

- Conversion server for SAP DMS
- Conversion server for SAP Records Management
- Conversion server for Siemens PLM Teamcenter DOC4TC
- Oracle Agile Engineering Data Management (e6)

For other application there is the server application DPF4Convert with integration interfaces.

- Command line with native or Java client
- Input directories (Watchdog/Listener)
- Interactive client
- Context menu Windows Explorer
- Web service

## System requirements

A license of the particular Office application must be installed on the server.

See all details for recommended computer equipment under [www.sealsystems.com/service-support/computer-equipment/](http://www.sealsystems.com/service-support/computer-equipment/)

Uwe Wächter and Debra Garls are specialist for your questions concerning:

*Conversion and PDF processing*



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We would be happy to answer your questions around the output, distribution and conversion of documents from a record and show you the possibilities for your company.

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V508-110105-0-en.