

## Document Assembly Without Document Assembly

Document assembly has been used to automate the document creation process. Templates are created for static or dynamic text. Step-by-step instructions on how to compile a completed document are part of the front-end graphical user interface. The static areas usually never change, and may include company name, logo, and boilerplate copy. Dynamically created sections may include dates, names, addresses, description of real property or events, financial information, optional clauses, or other variable language.

### Limits of Traditional Document Assembly

The rules for entering text may be complex. There is greater complexity where the dynamic text is dependent upon property description, findings, interviews, research data, or other variables whose content is not easily predicted. Complexity requires greater back-end configuration time to account for the numerous possibilities, and produces a more complex software interface for the end-user. Document assembly typically assembles the “final” document using a word processor such as Microsoft Word, but also requires purchase of the document assembly toolkit to create the template. Licenses are usually required for each user or workstation.

### Document Assembly Using Automated Text Post-Processing for Form Entry

As is well known, a template form can be created using a standard word processor such as Microsoft Word or optical character recognition (OCR) software such as ScanSoft OmniForm. Each of the “blanks” in the word processor or forms filler software form can be associated to a key word, field, or variable in a database. A blank on the form can require a single or multiple word fill-ins. It is also possible to enter the data into a database, and automatically populate each of the “blanks” by using macro and database tools available with the word processor or forms filler software. Using the Command!™ Document Processor from Custom Speech USA™ and a custom-generated script, it is possible to take a simple text document, for example, in Microsoft Notepad, that lists key words (field names) followed by variable text data, and automatically enter the data into the word processor or forms filler program. The script recognizes the key words and presents the text data to the word processor or forms filler for entry and creation of a final document. The automated forms entry can be used with Custom Speech USA™ workflow systems and speech processing applications.

### Advantages

- ✓ Key words and information do not have to be in any particular order for entry
- ✓ Use same custom-generated script for new forms using same word processor or forms filler
- ✓ Run with easily available word processor or forms filler programs
- ✓ No additional “document assembly” software required
- ✓ Speech recognition for rapid entry of voice data
- ✓ Use with Command!™ file management, document retrieval, and time tracking
- ✓ Assembly-line production of electronic documents

### We teach computers how to listen®

Rapid completion of forms from voice data or other input is one of many innovations from Custom Speech USA™. The company provides a wide variety of products for office automation, dictation, transcription, and speech recognition, text-to-speech, audio mining, and computer telephony.

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