Sharebion, LC

Document Analyzer

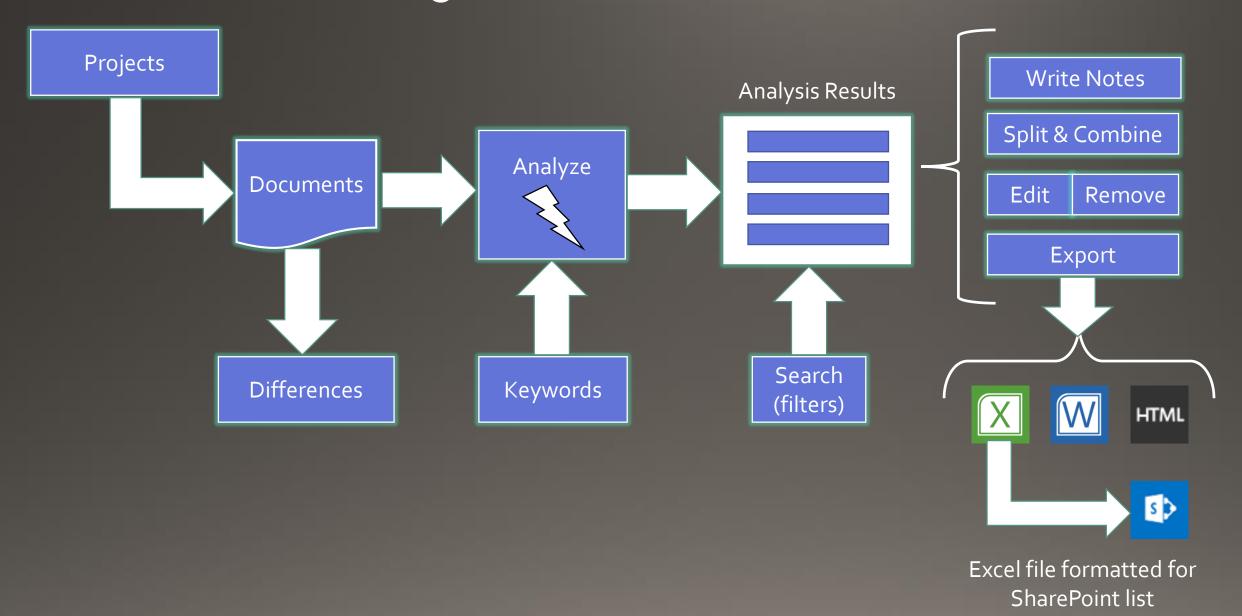
04.17.2014

Features

The Document Analyzer Feature List

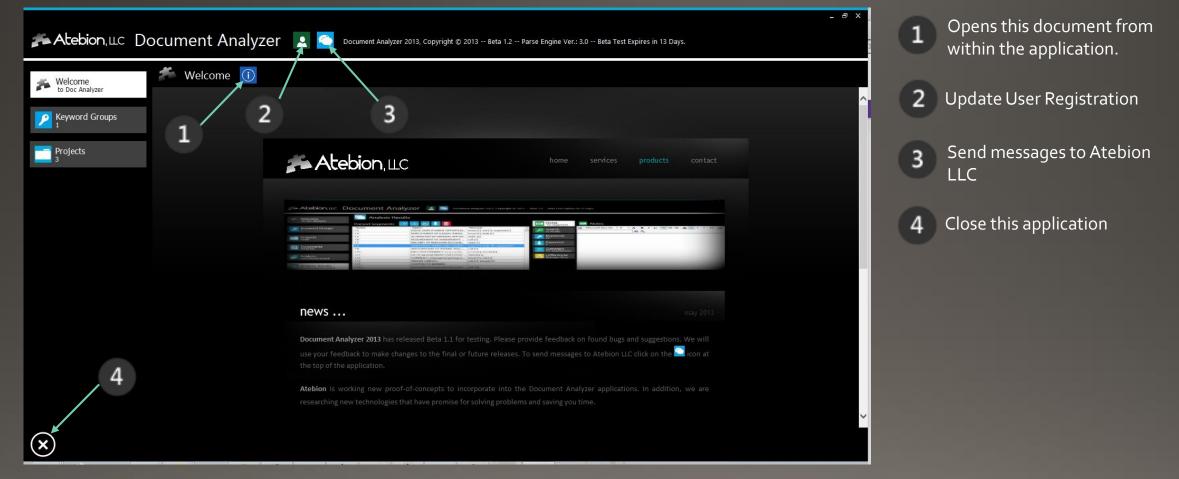
- Imports File Types: PDF, Doc/Docx, HTML, and RTF
- Compares Documents Show Differences between Document versions
- Summarizes Documents and finds common (noun) words
- Analyze: Parses legal type documents into segments based on a document's numeration (I, II, III, 1., 2., 3. a), b) c))
- Analyze: Identify Keywords within parsed segments (e.g. must, will, shall ...) from Keyword Groups
- Examine Analysis Results: Split, Combine, Remove and Edit Segments.
- Examine Analysis Results : Add Notes to Parsed Segments
- Export to Excel, MS Word, and HTML.
- Filter Analysis Results using Search.

Document Analyzer



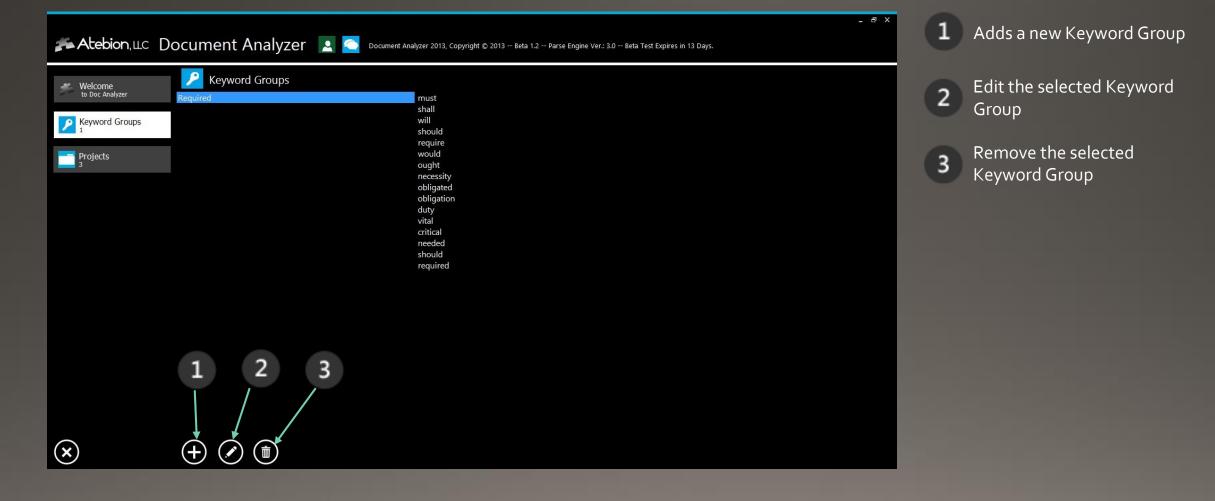
Welcome

The **Welcome** panel links to the Atebion LLC's web site for the purpose of giving you information about the Document Analyzer and other new products.



Keyword Groups

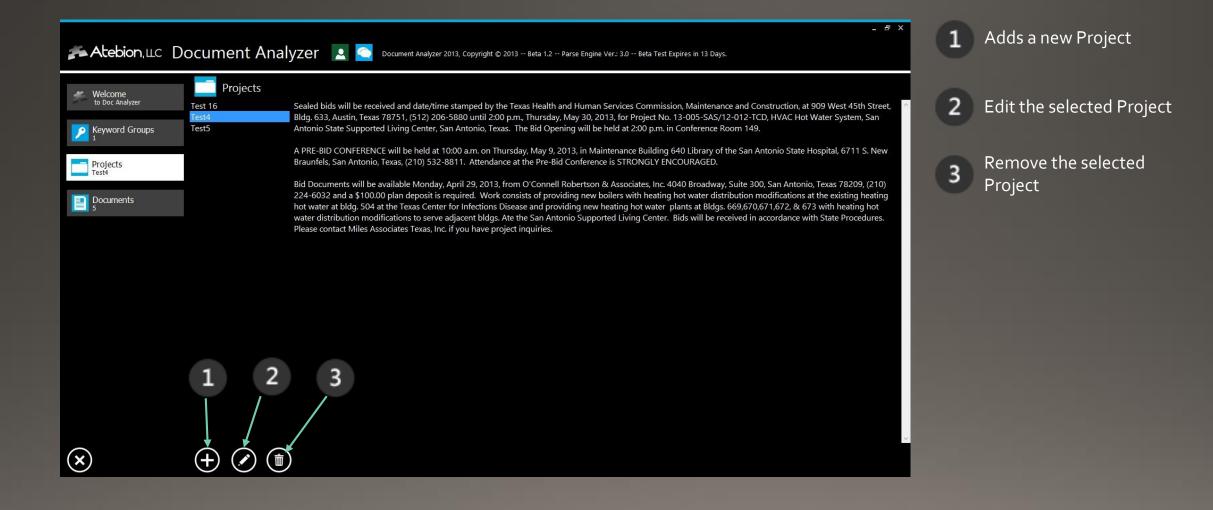
The **Keyword Groups** are libraries of words which are grouped together. For example; say your company provides technical services using SharePoint. As such, your SharePoint Keyword Group might contain "SharePoint", "portal", "webpart", and "workflow".



Projects

A Project groups associated documents and their analysis results.

For example, you may be a lawyer, and as such you can create a Project to hold your client's contracts and related analysis results. Another example, as a Proposal Manager you create a project for a specified proposal.



Documents

The **Documents** panel holds a list of documents for a selected Project.

	Documents			
Welcome to Doc Analyzer	Arkansas		🚰 Microsoft Sans Ser 🔹 9 🔹 🗛 🖪 I U 🖃 🗃 🚘 🧟 🗐	
Keyword Groups	Beth1 DocTest1		(約 単)	
	DocTest3 test		SECTION 1	
Projects		11	General Information:	
			This Request for Proposal (RFP) is issued by the Arkansas Department of Correction (ADC) and the Arkansas Department of Community	
Documents Arkansas			Correction (DCC). The Arkansas Department of Correction (ADC) and the Arkansas Department of Community Correction (DCC) are requesting	
			bids for the provision of comprehensive medical, dental and mental health services for a population of 14,000+/- inmates, 55+/- jail	
Analyze selected document			detainees/prisoners and 320+/- individuals in the custody of ADC who are housed in county jails as part of a program (Act 309), and 1600+/-	
			offenders in the custody of DCC. Mental health services for the ADC portion of the contract are limited to psychiatry services. Comprehensive mental	
for selected document			health services are included for DCC. Bids for these services shall hereinafter be referred to as Medical Services. ADC and DCC are also	
			requesting bids for comprehensive pharmaceutical services, referred to hereinafter as Pharmacy Services. Additionally, ADC and DCC are	
			requesting bids/proposals to provide both the Medical and Pharmacy Services. Note that a bidder can submit one proposal for the	
			combination of Medical and Pharmacy Services, but must include price sheets for Medical Services with and without expenses for inpatient	
			hospital admissions that exceed 24 hours, Pharmacy Services, and the combination of Medical and Pharmacy Services with and	
	1 2	3	without expenses for inpatient hospital admissions that exceed 24 hours.	
		/		
			Bidders must submit Proposals for: 1. Medical Services, and/or	
			1. Medical Services, and/or	

Adds a new Document – The application can import file types: doc, docx, rtf, and pdf. MS Word is required for Doc and Docx. Then the application converts the selected file into a rtf (rich text format) file. Therefore if you have trouble importing a file, try to convert it to the rtf file type outside of this application.

Replace the selected Document – Whenever you replace a document, the application shows the differences between the new document and the previous version.

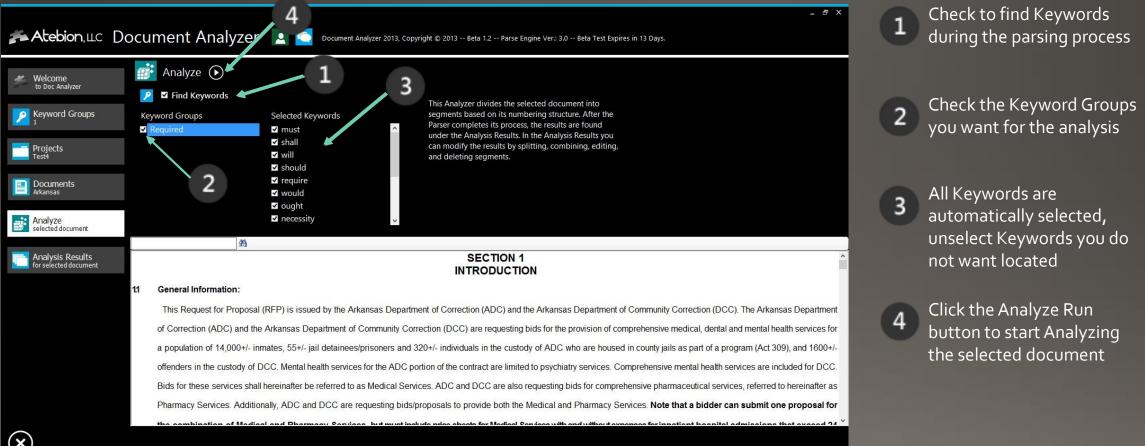
3

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Remove the selected Document – Documents are not actually deleted, but are prefixed with ~, which is filtered-out from the Documents list.

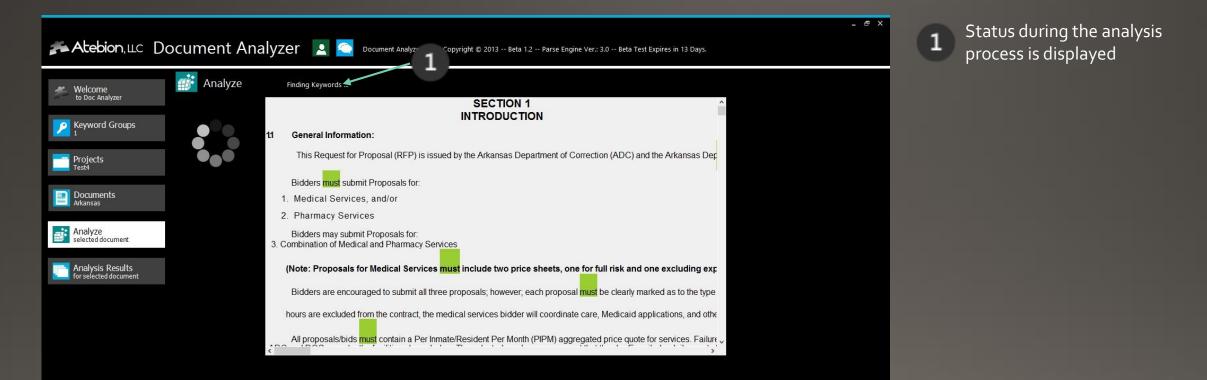
Analyze

The Document Analyzer parses (strips) legal type documents into segments based on a document's numeration (e.g., I, II, III, 1., 2., 3. A, B. C. ...) and then locates Keywords within each parsed segment.





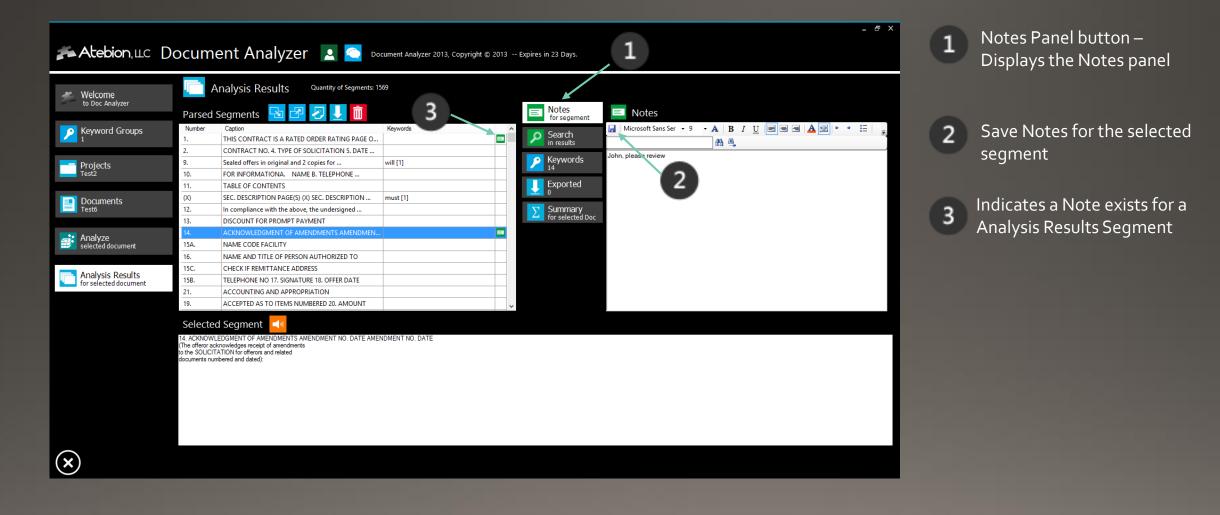
After you click the Analyze Run button, the Document Analyzer parses (strips) the selected document into segments. Typically this analysis process takes less than one minute , while large documents may require more time.



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Analysis Results – add notes

You can write **Notes** for a selected parsed segment by clicking on the **Notes** button, then entering text in the **Notes** content area and finally clicking the diskette icon to save.



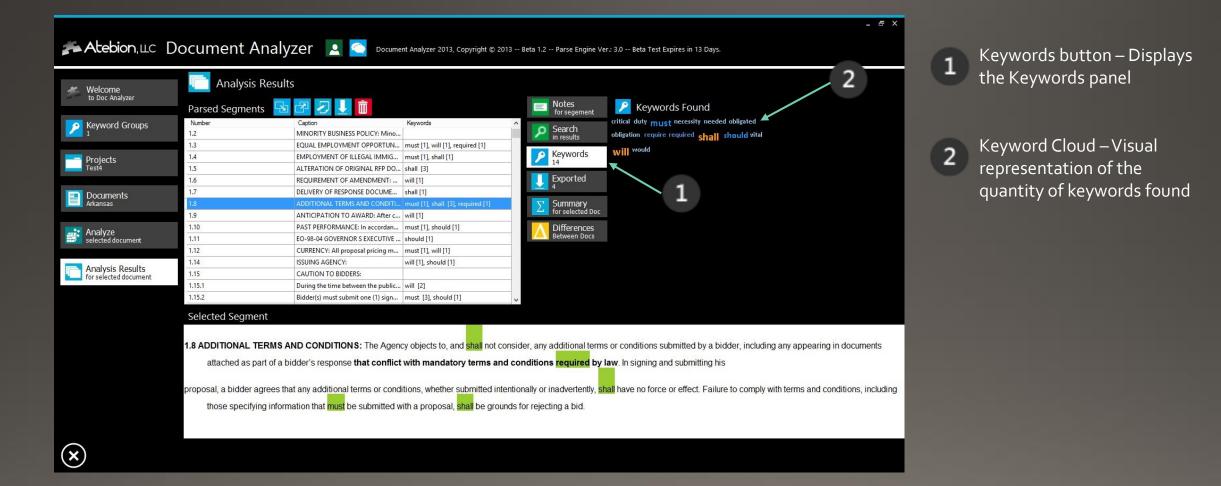
Analysis Results – search

The **Search** feature searches the parsed results and then filters the parse results list per the search results. In addition, you can export the search filtered results.

Welcome to Doc Analyzer	Iment Analyzer 🔽 💽 Docume Analysis Results	13. Copyric 1 13 Beta 1.2		3.0 Beta Test Expires in 13 Days.	1	Search Panel button – Displays the Search panel
	sed Segments 🛛 🗗 🛃 📕 🛅	\sum	Notes for segement	Search Search		
Keyword Groups 1.2	ber Caption MINORITY BUSINESS POLICY: Mino	Keywords	Search in results	Search for words in parsed segments		The Run Search button –
1.3ProjectsTest41.5	EQUAL EMPLOYMENT OPPORTUN EMPLOYMENT OF ILLEGAL IMMIG ALTERATION OF ORIGINAL RFP DO	must [1], shall [1]	Keywords	Wildcards:	2	Searches thought all parsed
1.6 Documents		will [1]	Exported 4	? = Matches any single character. * = Matches any one or more characters. For example, bet* matches ar as 'better'.		segments and displays only
Arkansas 1.8 1.9	ADDITIONAL TERMS AND CONDITI ANTICIPATION TO AWARD: After c PAST PERFORMANCE: In accordan	will [1]	Summary for selected Doc	Prefix (+) character for AND operations : +microsoft +testing Search for 'microsoft' and 'testing' and all words r		segments which meet the search criteria.
Analyze selected document 1.10	EO-98-04 GOVERNOR S EXECUTIVE CURRENCY: All proposal pricing m	should [1]	Differences Between Docs	Prefix (-) for NOT operations: microsoft -testing Search for 'microsoft' excluding 'testing'		
Analysis Results for selected document 1.15	CAUTION TO BIDDERS:	will [1], should [1]		Default is the OR operation: microsft testing Search for 'microsoft' or 'testing' and any word can exist	3	Export button – Exports parsed segments
1.15						parsed segments
		cy objects to, and shall not consider, any with mandatory terms and condition		or conditions submitted by a bidder, including any appearing in documents w. In signing and submitting his		

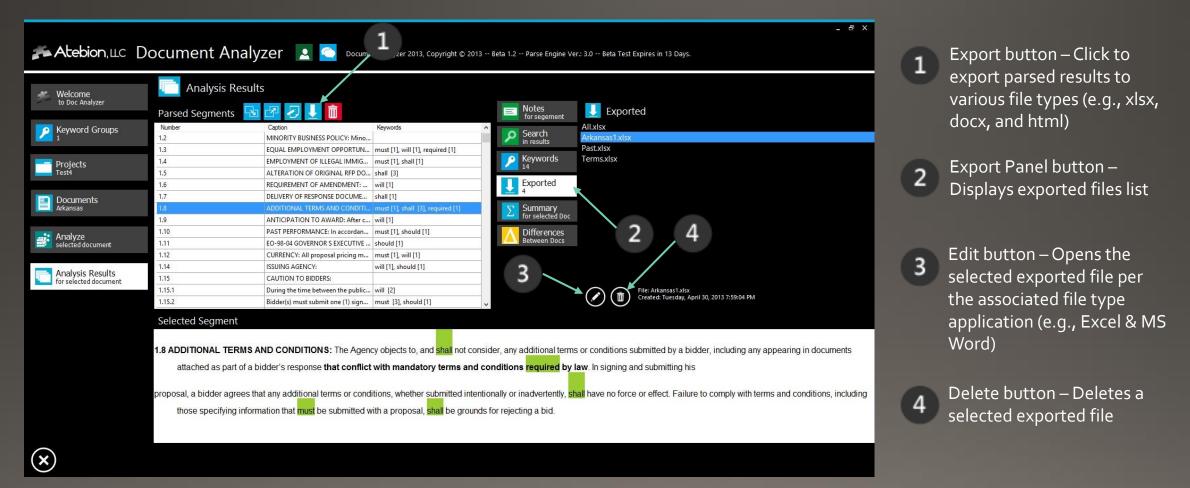
Analysis Results – keywords

This **Keyword** Cloud is a visual representation of the quantity of keywords found within the selected document.



Analysis Results – exported files

The **Export** list is a list of analysis results exported into Excel, MS Word, or HTML files. To view or edit an exported file, click the Edit button. See the next page for more detail.



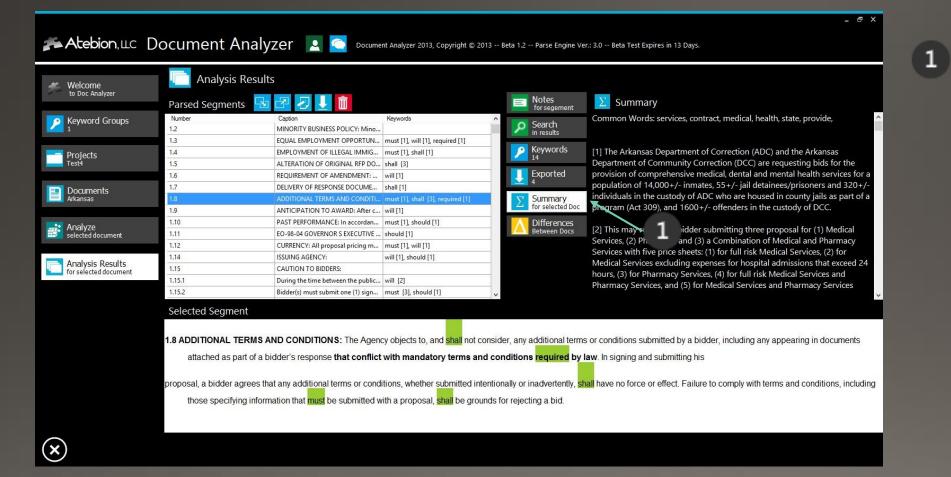
Export Parse Results

You can **Export** the current analysis results into the following file types: xlsx, docx and html. MS Office is not required for exporting to MS Word or Excel file type. You can filter your export by only segments with only Keywords and/or Notes. Additionally, you can select which elements (e.g. Number & Caption) you want to be included in your exported file.

L Export Par	sed Results		×
Export Line No.s (S/E) Number Caption No. + Caption Text	File Types Excel XLSX Word DOCX TML	Export Name	
 Keywords Notes 	Format for SharePoint		
Filter Results Select All With Only Keywo With Only Notes With Only Keywo 		Export Close	

Analysis Results – summary

The **Summary** contains Common Words found in the selected document and summarizes the document for a quick review.



Summary Panel button – Displays the summary and common words

Analysis Results – differences

The **Differences** is shown whenever you have replaced a document and re-run analysis. The application displays the differences between the current document and the previous document version.

Welcome to Doc Analyzer	_					
	Parsed Segments 🛛 🔁	2 🕗 🛃 🔟		=	Notes for segement	C Differences
Keyword Groups	Number	Caption	Keywords	^	Search	program (Act 309), and 1600+/- offenders in the custody of DCC. Mental health services for the ADC portion of the contract are limited to psychiatry
1	1.2	MINORITY BUSINESS POLICY: Mino		2	in results	services. Comprehensive mental health services are included for DCC. Bids for
	1.3	EQUAL EMPLOYMENT OPPORTUN	must [1], will [1], required [1]			these services shall hereinafter be referred to as Medical Services. ADC and
Projects Test4	1.4	EMPLOYMENT OF ILLEGAL IMMIG	must [1], shall [1]	P	Keywords	DCC are also requesting bids for comprehensive pharmaceutical services, referred to hereinafter as Pharmacy Services. Additionally, ADC and DCC are
Test4	1.5	ALTERATION OF ORIGINAL RFP DO	shall [3]			requesting bids/proposals to provide both the Medical and Pharmacy
	1.6	REQUIREMENT OF AMENDMENT:	will [1]		Exported	Services. Note that a bidder can submit one proposal for the combination of
Documents	1.7	DELIVERY OF RESPONSE DOCUME	shall [1]		7	Medical and Pharmacy Services, but must include price sheets for Medical Services with and without expenses for inpatient hospital admissions that
Arkansas	1.8	ADDITIONAL TERMS AND CONDITI	must [1], shall [3], required [1]	Σ	Summary	exceed 24 hours, Pharmacy Services, and the combination of Medical and
	1.9	ANTICIPATION TO AWARD: After c	will [1]		for selected Doc	Pharmacy Services with and without expenses for inpatient hospital admissions that exceed 24 hours.
Analyze	1.10	PAST PERFORMANCE: In accordan	must [1], should [1]		Differences	This Request for Proposal (RFP) is issued by the Arkansas Department of
Analyze selected document	1.11	EO-98-04 GOVERNOR S EXECUTIVE	should [1]		Between Docs	Correction (ADC) and the Arkansas Department of Community Correction
	1.12	CURRENCY: All proposal pricing m	must [1], will [1]		×	(DCC). The Arkansas Department of Correction (ADC) and the Arkansas Department of Community Correction (DCC) are requesting bids for the
Analisia Decilia	1.14	ISSUING AGENCY:	will [1], should [1]			provision of comprehensive medical, dental and mental health services for a
Analysis Results	1.15	CAUTION TO BIDDERS:				population of 14,000+/- inmates, 55+/- jail detainees/prisoners and 320+/-
	1.15.1	During the time between the public	will [2]		individuals in the custody of ADC who are housed in county jails as part of a program (Act 309), and 1600+/- offenders in the custody of DCC. Mental	
	1.15.2	Bidder(s) must submit one (1) sign	must [3], should [1]	.	_	health services for the ADC portion of the contract are limited to psychiatry
					and the second se	s or conditions submitted by a bidder, including any appearing in documents aw. In signing and submitting his
		ter ter	itions, whether submitted inten vith a proposal, <mark>shall</mark> be ground			all have no force or effect. Failure to comply with terms and conditions, includir

Differences Panel button – Displays the differences between the current selected document and the previous document version.

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Split Section (segment)

You can **Split** or **Combine** parsed results segments by clicking on the Split or Combine buttons on the Analysis Results panel.

Welcome to Doc Analyzer		is Results	Split Segment You can change the Number and Caption for both segments To save the Split, Click the OK button	×	1	Split button – Opens the Slit window (shown as item 3).
Keyword Groups	Parsed Segme Number 1.2	Caption MINORITY BUSINESS POLICY	Number Caption 1.2 MINORITY BUSINESS POLICY: Minority 1.2 MINORITY BUSINESS POLICY: Minority 1.2 MINORITY BUSINESS POLICY: Minority	<-Back		
Projects Test4	1.3 1.4 1.5 1.6	EQUAL EMPLOYMENT OPPC EMPLOYMENT OF ILLEGAL II ALTERATION OF ORIGINAL F REQUIREMENT OF AMENDM	other procurements by state agencies. Minority is defined by Arkansas Code Annotated § 15- 4-303 as a lawful permanent resident of this state who is: African American, Hispanic American, American Indian, Asian American, Pacific Islander American or a Service Disabled Veteran as designated by the United States Department of Veterans Affairs. The Arkansas		2	Combine button – Opens
Documents Arkansas	1.7 1.8 1.9	DELIVERY OF RESPONSE DOG ADDITIONAL TERMS AND CG ANTICIPATION TO AWARD:	Economic Development Commission conducts a certification process for minority business. Bidders unable to include minority-owned business as subcontractors "may explain the circumstances preventing minority inclusion".			the Combine window (not shown). Combines the
Analyze selected document	1.10 1.11 1.12 1.14	PAST PERFORMANCE: In acc EO-98-04 GOVERNOR S EXEC CURRENCY: All proposal pric ISSUING AGENCY:	Number Caption 1.2-1 Check minority type:African American			selected segment with the above segment.
Analysis Results for selected document	1.15 1.15.1 1.15.2	CAUTION TO BIDDERS: During the time between the Bidder(s) must submit one (1	Check minority type: African American Hispanic American American Indian			
	Selected Segn 1.2	nent	Asian American Pacific Islander American Service Disabled Veteran Arkansas Minority Certification Number	ок s and in all	3	Split window – Splits a selected segment into two
		rements by state agencies. Minority American Indian, Asian American, Pa	cific Islander American or a Service Disabled Veteran as designated by the United States Depart	an, Hispanic ment of Veterans Affairs. The Arkansas		segments, by placing your
			a certification process for minority business. Bidders unable to include minority-owned business as	s subcontractors "may explain the		cursor in the text area and
		ces preventing minority inclusion".				then clicking the "Split" button. You can rename the
×	Check mind	prity type:		×		Number and Caption for both the original and new

segment.

Edit Section (segment)

You can **Edit** a parsed results segment by clicking on the Edit button on the Analysis Results panel.

Welcome to Doc Analyzer	Document Ana 1		ment Analyzer 2013, Copyright © 2013 Beta 1.2 Parse Engine Ver.: 3.0 Beta Test Expires in 29 Days.	1	Edit Segment button – Opens the Edit Segment window (shown as item 2)
Keyword Groups Projects Test4 Documents Arkansas Analyze selected document For selected document	1.3 EQUAL EMI 1.4 EMPLOYMI 1.5 ALTERATIO 1.6 REQUIREMI 1.7 DELIVERY C 1.8 ADDITIONA 1.9 ANTICIPAT 1.10 PAST PERFORMENT 1.11 EO-98-04 G 1.12 CURRENCY 1.14 ISSUING AC 1.15 CAUTION T	A BUSINESS POLICY APLOYMENT OPPOF APLOYMENT OPPOF AENT OF ILLEGAL IIV ON OF ORIGINAL RF MENT OF AMENDME OF RESPONSE DOCI IAL TERMS AND CO TION TO AWARD: A FORMANCE: In acco GOVERNOR S EXECL Y: All proposal pricin GENCY: TO BIDDERS: a time between the p must submit one (1)	Number Caption MINORITY BUSINESS POLICY: Minority Microsoft Sans Serif 9 A B I Image: A mage:	2	to edit the selected segment Edit Segment window – You can change the selected segment's Number, Caption and Text
\mathbf{x}	1.2 other procurements by state ager American, American Indian, Asia	an American, Pac ssion conducts a	minority-owned business as subcontractors "may explain the circumstances couraged in this and in all OK Cancel African American, Hispanic Ic Islander American or a Service Disabled Veteran as designated by the United States Department of Veterans Affairs. The Arkansas ertification process for minority business. Bidders unable to include minority-owned business as subcontractors "may explain the		

Legal Stuff

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