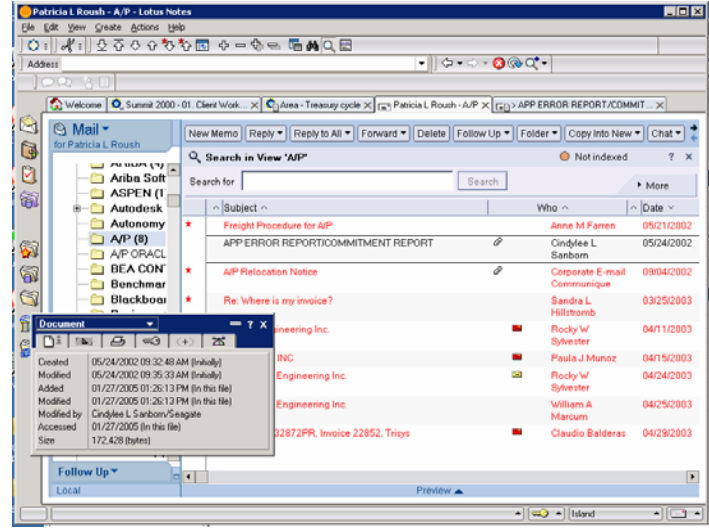
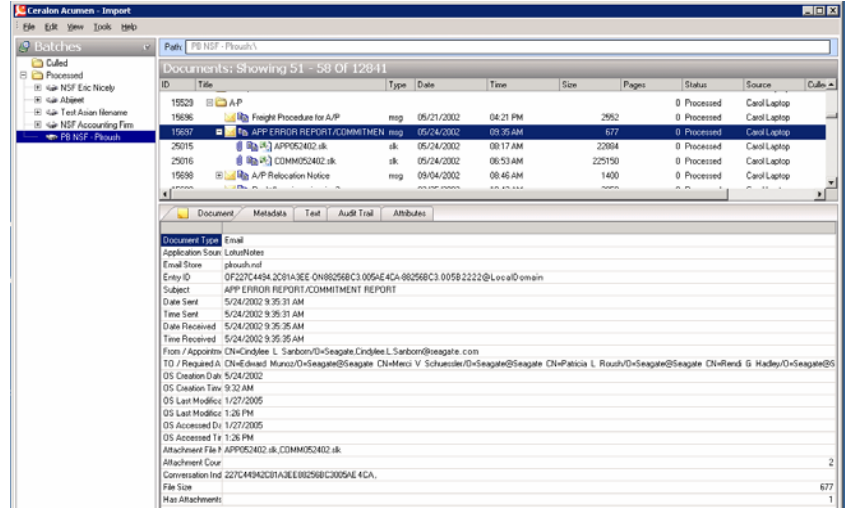


# Mail store handling in Ceralon Acumen

- Lotus Notes - NSF ..... 1
  - Mail with metadata pane displayed..... 1
  - Mail attachment with metadata pane displayed..... 2
  - Batch summary report of .NSF mail store ..... 3
  - Acumen successfully processes NSF mail messages and attachments..... 4
  - Acumen does not process some of the non-message NSF items, like calendars, contacts, and tasks ..... 5
- Outlook Express – DBX ..... 7

## Lotus Notes - NSF

Acumen processes Lotus Notes mail stores (.NSF) by extracting a fixed, rather than customized, list of metadata. See the screen shots that follow for a view of the same mail message and its attachment in Lotus Notes compared to Acumen. The metadata pane and the values extracted for the message and attachment are displayed in the Acumen screenshot.

Lotus Notes	Acumen Import
<b><i>Mail with metadata pane displayed</i></b>	
	

# Mail attachment with metadata pane displayed

APP ERROR REPORT / COMMITMENT REPORT - Lotus Notes

To: Edward Munoz/Seagate@Seagate, Merci V Schuessler/Seagate@Seagate, Patricia L Roush/Seagate@Seagate, Rendy G Hadley/Seagate@Seagate

Subject: APP ERROR REPORT/COMMITMENT REPORT

Attachments: APP052402.sk, COMM052402.sk

Please use this to complete your activity reports for Anne. We have no printers yet today

Attachment Description:

- File: APP052402.sk
- Length: 22 Kbytes (32.6%)
- Modified: 05/24/2002 08:17:12 AM
- Encoding: None

Attachment Actions: View, Open, Edit, Save..., Delete...

Documents: Showing 01 - 58 Of 128-11

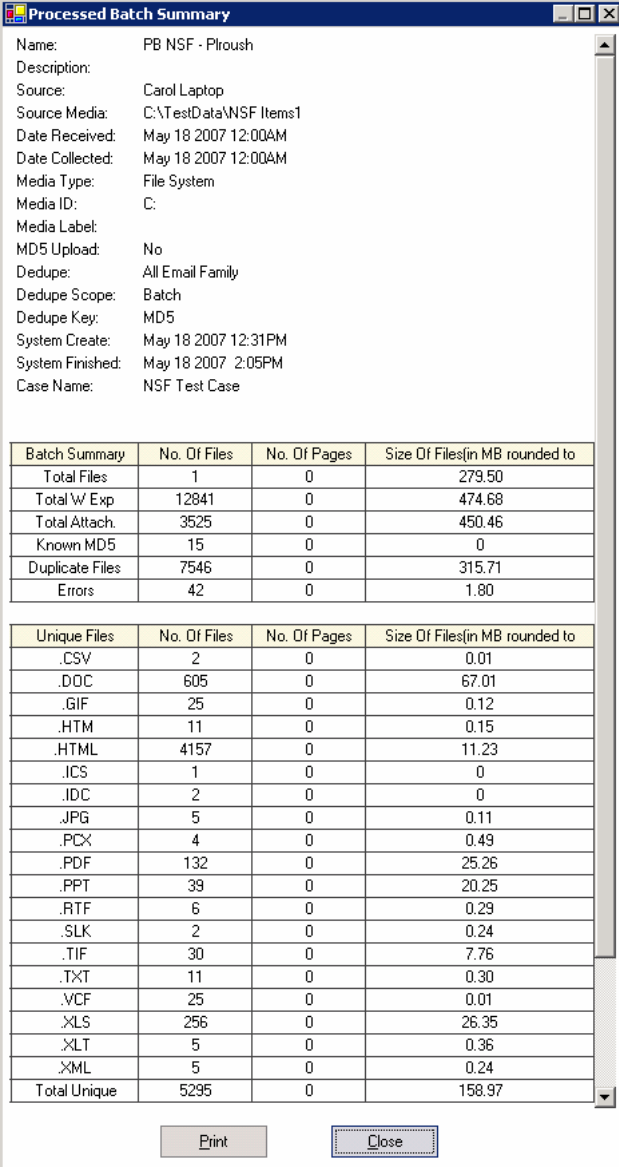
ID	Title	Type	Date	Time	Size	Pages	Status	Source	Coll
15629	A/P		05/21/2002	04:21 PM	2852	0	Processed	Card Laptop	
15696	Freight Procedure for A/P	msg	05/24/2002	09:35 AM	577	0	Processed	Card Laptop	
15687	APP ERROR REPORT/COMMITMEN	msg	05/24/2002	09:35 AM	577	0	Processed	Card Laptop	
25015	APP052402.sk	sk	05/24/2002	08:17 AM	22884	0	Processed	Card Laptop	
25016	COMM052402.sk	sk	05/24/2002	08:53 AM	225150	0	Processed	Card Laptop	
15688	A/P Relocation Notice	msg	05/04/2002	08:45 AM	1400	0	Processed	Card Laptop	

Document Metadata:

- Document Type: Attachment
- OS Creation Date: 5/24/2002
- OS Creation Time: 9:35 AM
- OS Last Modified: 5/24/2002
- OS Last Modified: 8:17 AM
- OS Accessed On: 5/19/2007
- OS Accessed To: 1:00 PM
- File Type of File: Text - 7.64 File
- File Size: 22884
- Has Attachments: 0

## Batch summary report of .NSF mail store

Acumen summarizes the contents of an NSF import in its Batch Summary Report.



**Processed Batch Summary**

Name: PB NSF - Plroush  
Description:  
Source: Carol Laptop  
Source Media: C:\TestData\NSF Items1  
Date Received: May 18 2007 12:00AM  
Date Collected: May 18 2007 12:00AM  
Media Type: File System  
Media ID: C:  
Media Label:  
MD5 Upload: No  
Dedupe: All Email Family  
Dedupe Scope: Batch  
Dedupe Key: MD5  
System Create: May 18 2007 12:31PM  
System Finished: May 18 2007 2:05PM  
Case Name: NSF Test Case

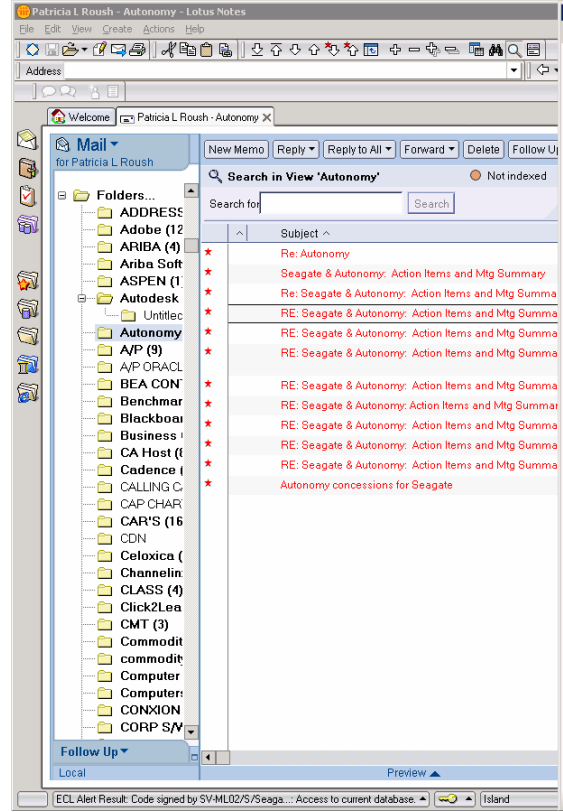
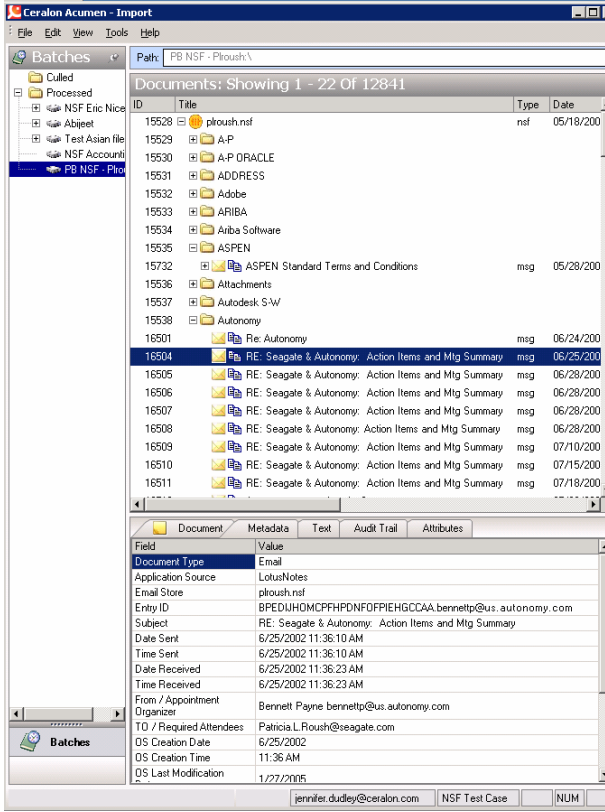
Batch Summary	No. Of Files	No. Of Pages	Size Of Files(in MB rounded to)
Total Files	1	0	279.50
Total W/ Exp	12841	0	474.68
Total Attach.	3525	0	450.46
Known MD5	15	0	0
Duplicate Files	7546	0	315.71
Errors	42	0	1.80

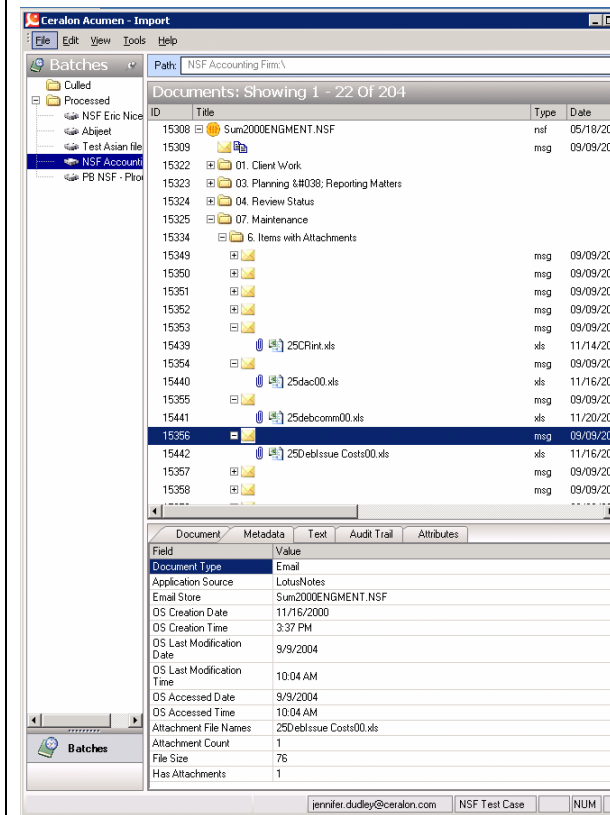
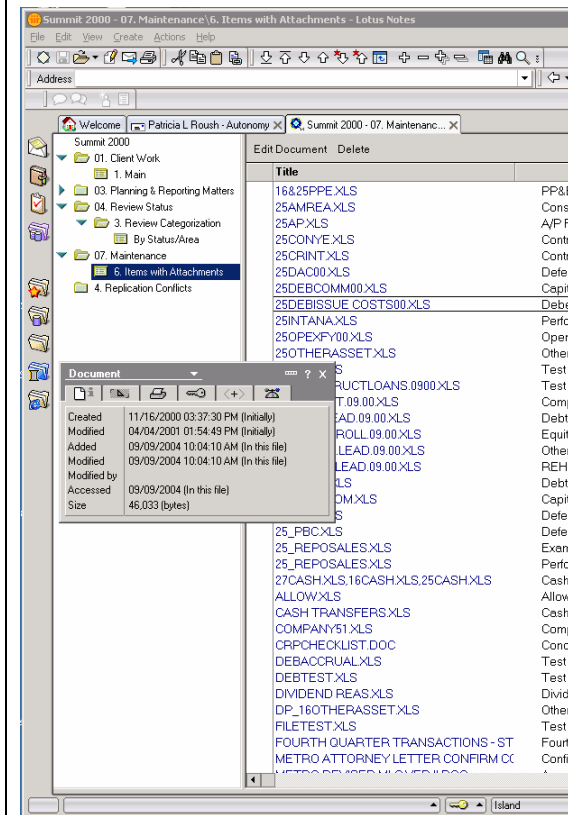
Unique Files	No. Of Files	No. Of Pages	Size Of Files(in MB rounded to)
.CSV	2	0	0.01
.DOC	605	0	67.01
.GIF	25	0	0.12
.HTM	11	0	0.15
.HTML	4157	0	11.23
.ICS	1	0	0
.IDC	2	0	0
.JPG	5	0	0.11
.PCX	4	0	0.49
.PDF	132	0	25.26
.PPT	39	0	20.25
.RTF	6	0	0.29
.SLK	2	0	0.24
.TIF	30	0	7.76
.TXT	11	0	0.30
.VCF	25	0	0.01
.XLS	256	0	26.35
.XLT	5	0	0.36
.XML	5	0	0.24
Total Unique	5295	0	158.97

Print Close

Acumen recognizes mail folders and their messages and attachments from Lotus Notes mail stores. However, Acumen does not recognize some Lotus Notes items like tasks, calendar items, and contacts. Screen shots comparing the same mail store viewed in Lotus Notes and in Acumen follow.

Lotus Notes	Acumen																														
<b>Acumen successfully processes NSF mail messages and attachments</b>																															
 <p>The Lotus Notes interface shows a mail folder named 'Autonomy' selected. The message list contains several entries, all with the subject 'RE: Seagate &amp; Autonomy: Action Items and Mtg Summa'. The interface includes a menu bar, a toolbar, and a search box.</p>	 <p>The Ceralon Acumen - Import interface displays a list of documents. The selected document is 'RE: Seagate &amp; Autonomy: Action Items and Mtg Summary' (ID 16504, Type msg, Date 06/25/2002). Below the list, a metadata table provides details for the selected document.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Field</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Document Type</td> <td>Email</td> </tr> <tr> <td>Application Source</td> <td>LotusNotes</td> </tr> <tr> <td>Email Store</td> <td>plroush.nsf</td> </tr> <tr> <td>Entry ID</td> <td>BPEDUJHOMCFPHDNFDFPIEHGCCAA.bennett@us.autonomy.com</td> </tr> <tr> <td>Subject</td> <td>RE: Seagate &amp; Autonomy: Action Items and Mtg Summary</td> </tr> <tr> <td>Date Sent</td> <td>6/25/2002 11:36:10 AM</td> </tr> <tr> <td>Time Sent</td> <td>6/25/2002 11:36:10 AM</td> </tr> <tr> <td>Date Received</td> <td>6/25/2002 11:36:23 AM</td> </tr> <tr> <td>Time Received</td> <td>6/25/2002 11:36:23 AM</td> </tr> <tr> <td>From / Appointment Organizer</td> <td>Bennett Payne bennett@us.autonomy.com</td> </tr> <tr> <td>TO / Required Attendees</td> <td>Patricia L. Roush@seagate.com</td> </tr> <tr> <td>DS Creation Date</td> <td>6/25/2002</td> </tr> <tr> <td>DS Creation Time</td> <td>11:36 AM</td> </tr> <tr> <td>DS Last Modification</td> <td>1/27/2005</td> </tr> </tbody> </table>	Field	Value	Document Type	Email	Application Source	LotusNotes	Email Store	plroush.nsf	Entry ID	BPEDUJHOMCFPHDNFDFPIEHGCCAA.bennett@us.autonomy.com	Subject	RE: Seagate & Autonomy: Action Items and Mtg Summary	Date Sent	6/25/2002 11:36:10 AM	Time Sent	6/25/2002 11:36:10 AM	Date Received	6/25/2002 11:36:23 AM	Time Received	6/25/2002 11:36:23 AM	From / Appointment Organizer	Bennett Payne bennett@us.autonomy.com	TO / Required Attendees	Patricia L. Roush@seagate.com	DS Creation Date	6/25/2002	DS Creation Time	11:36 AM	DS Last Modification	1/27/2005
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DS Creation Time	11:36 AM																														
DS Last Modification	1/27/2005																														

# Acumen does not process some of the non-message NSF items, like calendars, contacts, and tasks



Summit 2000 - 01. Client Work\1. Main - Lotus Notes

File Edit View Create Actions Help

Address

Summit 2000

- 01. Client Work
  - 1. Main
  - 03. Planning & Reporting Matters
  - 04. Review Status
    - 3. Review Categorization
  - 07. Maintenance
  - 6. Items with Attachments
  - 4. Replication Conflicts

Ref	Areas/SF/Tasks/Steps
	▶ Planning and engagement management
	▼ Internal control
	▼ 2200 - General computer controls
	▼ Area Document
✓	General computer c
	▼ 2300 - Treasury cycle
	▼ Area Document
✓	Treasury cycle
	▼ Select and test key monitoring control
✓	Select and test key
✓	Select and test key operation
	▼ 2400 - Revenue and receivables cycle
	▼ Area Document
✓	Revenue and receiv
	▼ Select and test key monitoring control
✓	Select and test key
✓	Select and test key and receivables cyc
	▼ 2500 - Purchasing and payables cycle
	▼ Area Document
✓	Purchasing and pay
	▼ Select and test key monitoring control
✓	Select and test key
✓	Select and test key purchasing and pay
	▼ 2550 - Investments cycle
	▶ Area Document
	▶ Select and test key monitoring control
	▼ 2700 - Payroll cycle
	▼ Area Document
✓	Payroll cycle
	▼ Select and test key monitoring control
✓	Select and test key
✓	Select and test key cycle
	▶ Assets
	▶ Liabilities
	▶ Equity

Island

Ceralon Acumen - Import

File Edit View Tools Help

Batches Path: NSF Accounting Firm\

Documents: Showing 1 - 8 Of 204

ID	Title	Type	Date
15308	Sum2000ENGMENT.NSF	nsf	05/18/2004
15309		msg	09/09/2004
15322	01. Client Work		
15327	1. Main		
15323	03. Planning & Reporting Matters		
15324	04. Review Status		
15325	07. Maintenance		
15326	4. Replication Conflicts		

Document Metadata Text Audit Trail Attributes

Batches

13 Items

jennifer.dudley@ceralon.com NSF Tes

## Outlook Express – DBX

Acumen cannot process .dbx mail stores directly. Please convert .dbx mail stores to .pst before processing in Acumen. Instructions for converting .dbx to .pst are at: <http://www.ceralon.com/docs/KB%20-%20handling%20dbx%20Outlook%20Express%20files.pdf>