

**Rapid Process Management (RPM)** is a Web-based suite of enterprise tools that can help automate production art services, manage digital graphic assets, review graphics online and track the progress of the entire production process, all via a standard Web browser.



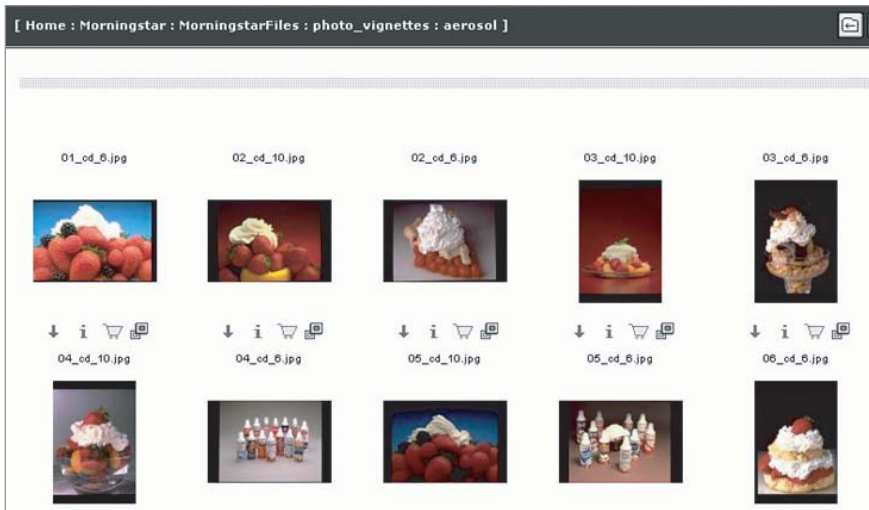
## Asset Management

This application allows users to gather, search, convert and download digital graphic files. Assets are intelligently organized for efficient search, distribution and reuse all in one location with easy access by multiple users.

The screenshot shows the RPM search interface. At the top left is the RPM logo and the text "Welcome to Rapid Process Management". Below this is a search bar with the text "[ Searching: Home : Morningstar ]". The search options include: "Search in:" with a dropdown menu set to "Online Files"; "Filename" and "Contains" dropdown menus; "Filetype:" with a dropdown menu set to "All Types"; "Limit to files:" with radio buttons for "Created", "On", "December", "07", and "2004"; "Search all keywords:" with a dropdown menu set to "Contains" and an input field. Below these are sections for "Finished Goods", "BOM", "UPC", "MS Asset Type", and "MS Category", each with radio buttons for "And", "Or", and "Not", and a "Contains" dropdown menu and an input field.

### Search

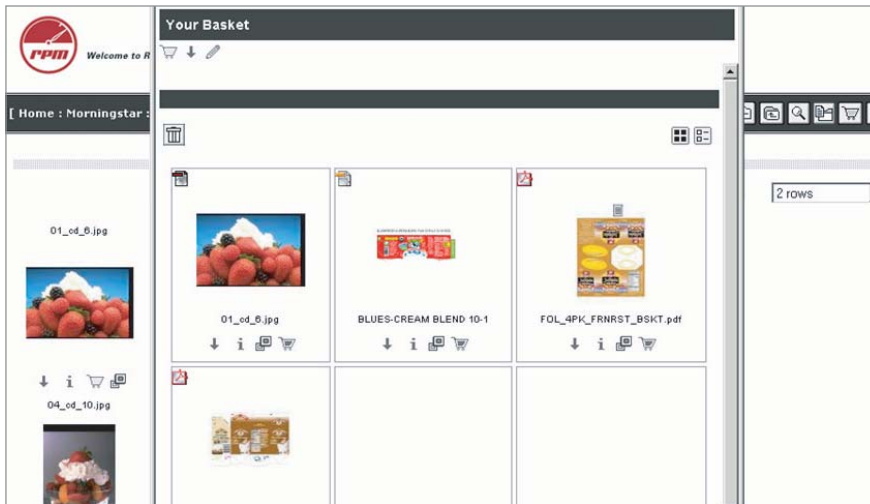
Users can search for assets with a set of standard and custom attributes: file name, file type, date or keywords. Users can also browse for files through an organized folder structure.



### View

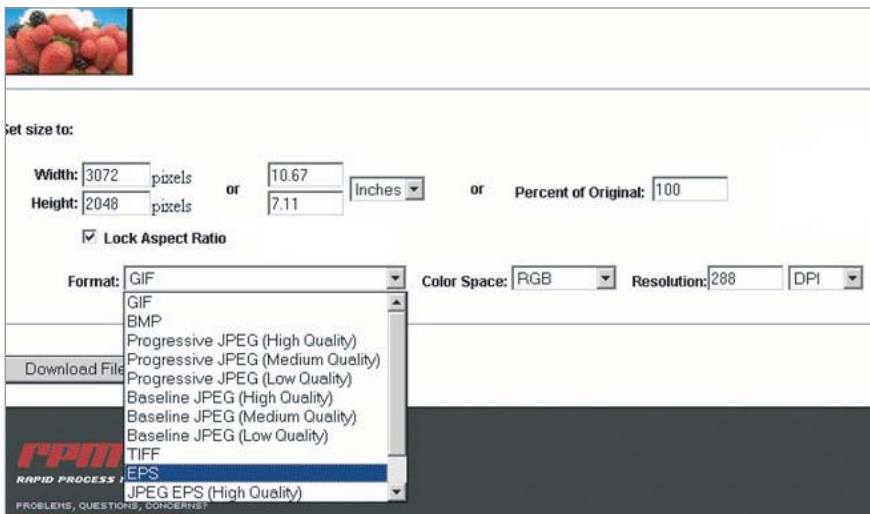
The system will display thumbnail previews for over twenty-five standard image file formats including PDF, EPS, JPG, GIF, TIF, PSD, DCS 2, AI and BMP. Larger images can be displayed by selecting the image or file.

# Asset Management



## Gather

The Basket feature allows users to gather multiple images so they can be stored for future use and downloaded at once for immediate use. PC users receive a Zip file, Mac users receive a Stuffit file. The Basket feature also allows for batch keyword application, making the file cataloguing process more efficient.



## Convert

The Custom Order feature allows users to manipulate files for their specific needs. Files can be converted from one format to another to accommodate for use in presentations, print or the Web. Files can be scaled in size and resolution, and converted from color to black and white all within the asset management window.