Sent:	Friday, March 23, 2012 2:01 PM
To:	IR Users
Subject:	IR Image Conversion Quality Settings

A REMINDER:

A reminder to always change ImageRight's *Image Conversion Quality Setting* back to **Black and White** option after using the color setting for quicker IR import process on non-photo documents. The reason is that color importing in general will take longer to process, as you can see in the sample testing stats below.

- **SAMPLE OF IMPORT PROCESS STATISTICS:**
  - The sample is a 50 page policy and the results
    - 1132 Bishop
      - Color = 4 minutes
      - B&W = 26 seconds
    - Branch Office (Hilo)
      - Color = 8 minutes
      - B&W = 30 seconds

Image Quality set to:	Color		Black & White (default)	
	1132	Hilo	1132	Hilo
Time to Convert	3.58 min	4.0 min	16 sec	
Time to Import	0.10 min	4.0 min	10 sec	
Total time	4.08 min	8.0 min	26 sec	30 sec

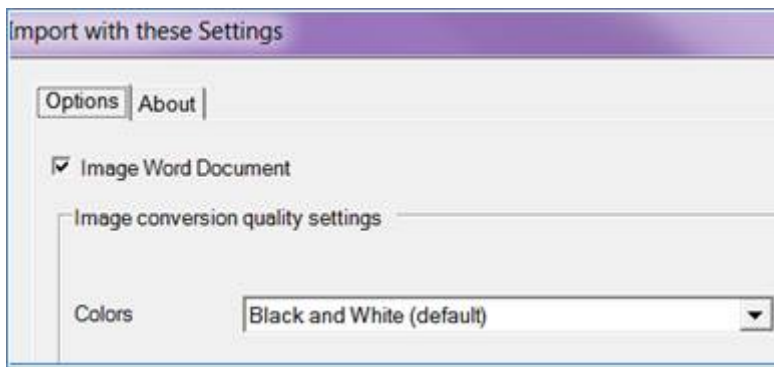- **SO IF YOUR IMPORT TIME IS QUITE SLOW, PLEASE CHECK THE FOLLOWING AREAS.**

1) ImageRight >
   a. Quality tab > Image Conversion Quality Settings: Colors = Black and White (default)

2) ImageRight >
   a. Quality tab > Image Conversion Quality Settings: Colors = Black and White (default)

If you need assistance, please email IRHELP. Thank you.