

Document Generation and Management



ghost
draft

Business-driven document generation

Simple template authoring

Pre-integrated with policy database

Rules-driven document composition

Multi-channel delivery

Bureau forms management

User-driven document generation. Customized, compliant and automated.

Your documents are no longer simply pages you send to your customers. They play a critical role in the customer experience. They need to contain communications that are timely, relevant and clear, with a layout and content created by those who understand your customer best.

As an integrated component of the Instec Policy system, GhostDraft empowers business users to create, customize, and manage customer and agent communications, including forms, schedules, quotes, proposals and other customer-related documents.

The Instec-GhostDraft alliance combines fast, flexible, and intuitive document management and policy administration through a subscription-based offering delivered in the cloud. The integrated solution is fully supported by Instec, and enables faster time-to-market, lower costs and greater document control.

SEAMLESSLY INTEGRATED.

The hardest part of automating document generation is the integration of your document templates with your database. Instec and GhostDraft have done the heavy lifting for you through a feature called the Document Domain Model. It contains a searchable list of all the data elements you will need to create a custom form or document, in plain English terms, pre-mapped to the corresponding elements in the Instec policy database.

INTUITIVE DOCUMENT CREATION.

Anyone with basic word processing experience can use GhostDraft to create custom documents through a familiar Microsoft® Word-like interface. Users can either start from scratch or upload existing RTF, PDF or Word documents. With your document on one side of the screen, and a dictionary of Domain Models on the other, you can easily drag and drop the data elements you need into the appropriate place in your document.

The integration layer that connects GhostDraft with the Instec policy database is called the Document Domain Model. The following Document Domain Models have been pre-built and are included with the document system:

- General Liability
- Property
- Inland Marine
- Crime
- Commercial Auto
- Businessowners Policy
- Workers Comp

Once you've specified which data elements should be included in your document, and where, you can use simple "if-then" rules to specify when. Like the Domain Model, this conditional logic is created in plain English, so there is no need for any software programming expertise, and no need to burden IT staff with your document needs.

FOOLPROOF DOCUMENT GENERATION.

When a document template is created, GhostDraft automatically flags errors in the logic that would prevent the document from generating correctly, so you can be assured your documents will be right the first time.

Documents and forms can also be tested and previewed within GhostDraft using test scenarios and data created entirely by the user. No extract from the database is required, so authors can fully test templates before runtime without any dependence on IT, and templates can move quickly from design to production.

CHOICES TO SPEED THE PROCESS.

At runtime, GhostDraft supports three types of document generation: batch, on-demand, and interactive, so you can choose the most efficient mode for your document type. Batch mode is available for documents such as renewals, sent to multiple recipients on a regular schedule. On-demand documents may include quotes or new policies that are generated at the time of the transaction. Interactive documents are generated on the fly and include data entered in real time. GhostDraft provides a simple authoring tool that enables users to create data capture pages to receive this real-time input.

All of your document templates are stored in a central library, ready to be called up at any point in your workflow. When a document is generated, customer-specific data is automatically pulled from the database and combined with the content in your template, for the fastest possible turnaround.

GETTING STARTED.

Start creating a library of your own company content to bring new products to market faster, and do it all from Instec's policy system. Powerful, yet easy to use, GhostDraft amplifies the benefits of Instec, providing a low cost of entry, unburdening your IT resources, and saving you valuable time.

"Effective customer communications can be the difference maker in driving retention and profitable growth."

Alan Bass, President, GhostDraft

Love your documents.

GhostDraft provides robust cloud-based document creation and management for insurance, financial services, and the legal profession. With years of experience in complex regulated documents, GhostDraft applies deep domain expertise to meet the unique needs of these dynamic markets.

GhostDraft enables business users to create and manage documents, to free up IT resources. We enable core systems that are typically limited in their document control and capabilities. GhostDraft's advanced capabilities help to personalize documents to make them clear, relevant, and actionable for your customers. To learn more about GhostDraft, visit www.ghostdraft.com.

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The logo for GhostDraft, featuring the word "ghost" in a lowercase, sans-serif font above the word "draft" in a similar font. The letter "o" in "ghost" is stylized with a circular arrow around it.

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The logo for Instec, featuring a stylized yellow and white bird-like shape above the word "instec" in a lowercase, sans-serif font.

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