



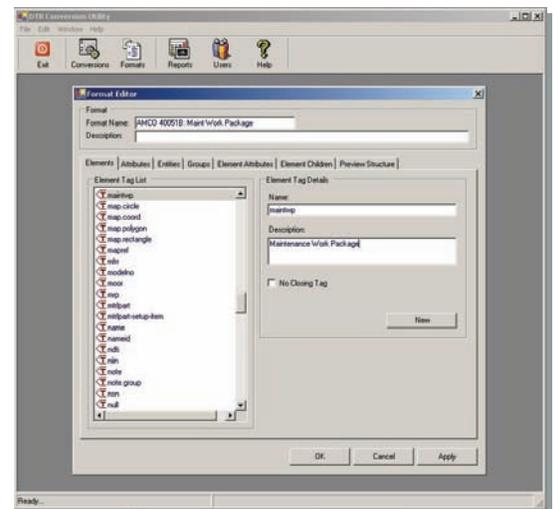
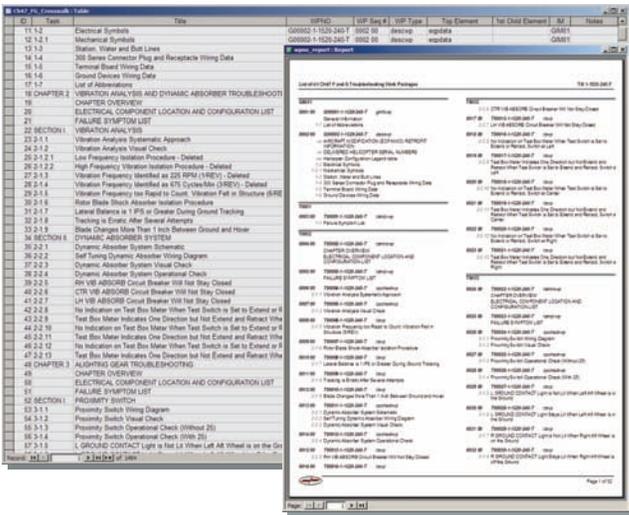
Information Conversion

Dayton T. Brown, Inc. provides information conversion services for clients requiring the transformation of unstructured, semi-structured, or fully structured content from one format to another. Consistency and accuracy of the converted content is assured using a multi-stage approach to information conversion: analysis, transformation, inspection, and correction.

ANALYSIS In the first stage, the source content is carefully analyzed by our information analysts. During this review, the analysts determine how the source information can be correlated to the new specification or format. The analysts pay special attention to such things as: repeating information elements, generated text features, graphics, file entities, hidden or conditional text, and special formatting characteristics. The result of this analysis is a conversion strategy which determines the

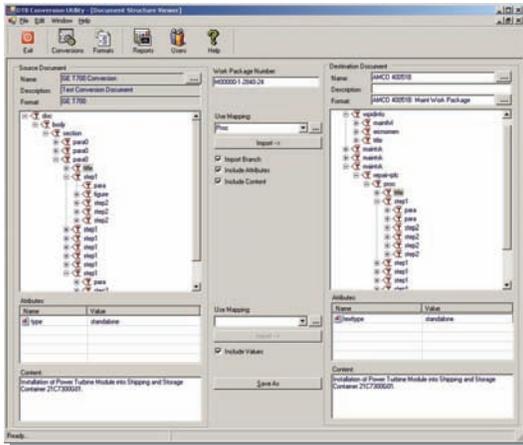
best re-use methodology for these elements. They then draft a report which details the mapping of original source content to its new destination according to the customer's specification or format.

TRANSFORMATION The next stage in this process relies on a programmatic method to render the original content into its new structure or format. Dayton T. Brown, Inc. uses a conversion engine which bases its decisions on mark-up structure and mapping information prior to conversion. Using this information, the source file is disassembled, and its elements, attributes, and content are output in a series of file streams. Source content structure and metadata, if available, are also stored by the conversion engine in a database for later examination or reuse. The conversion engine then applies the structure elements per the mapping specification (leaving the content in order), and writes the data to a new destination file specification or format. The conversion engine generates reports regarding the programmatic





conversion process: the bytes of actual content transferred, the number of elements converted, the overall mark-up-to-content ratio for both source and destination formats, and other quality metrics. These metrics are saved for each converted file; the detailed information forms part of the audit trail for each converted document.



INSPECTION The last stage of this process involves a thorough quality inspection by Dayton T. Brown, Inc. production specialists. They examine every converted document for several factors: its match with the original content, its compliance to the target specification or format, its handling of repeating information elements, generated text, graphics, file entities, hidden or conditional text, and special formatting characteristics. Unexpected deviations from the source content are flagged for correction and noted on a hard copy of the converted document.

CORRECTION Corrections may then be applied individually or programmatically in a manner determined suitable by the information analysts. All changes made to the converted document are tracked historically in a database. This enables the converted content to be “rolled back” to earlier versions, if necessary. Corrected documents then run through another iterative quality inspection pass until they are ready for customer delivery.



Work Package Conversion Report

Dayton T. Brown, Inc. believes that our customers should be fully informed on the processes we use to transform their information from one specification or format to another—openness and communication are quality hallmarks of Dayton T. Brown, Inc.—and will pursue, at length, all methods to achieve a quality product which meets the needs of our customers. We routinely perform in-process reviews with our customers and their clients to ensure that all expectations are met regarding the conversion project. We will explain all technical aspects of the process in detail, if desired, to meet our customers’ contract requirements or to satisfy their curiosity: we don’t believe in “black box” solutions.

	Source	Destination	Difference	% Variance
Work Package: M00000-1-2840-24				
Date Run: 4/14/2005				
Audit Info:				
Content Size (bytes):	11,682	11,714	32	+0.3%
Content Size (chars):	5,841	5,857	16	+0.3%
Document Info:				
Mark-up Size (chars):	2,371	2,826	455	+19.2%
Mark-up Size (bytes):	4,742	5,652	910	+19.2%
Number of Elements:	159	188	29	+18.2%
Number of Attributes:	83	79	-4	-4.8%

For more information or to request a quote, visit us at:
<http://www.dtb-infopros.com/info-data-conversion-01.asp>.