

## **Find Questions & Instructions**

We have introduced a tool that finds questions and instructions in documents and is included within the Document Analyzer. The results are accessible within the Analysis Results panel. It was designed so the search parameters are customizable, this provides the flexibility to narrow down the type of instructions you are seeking.

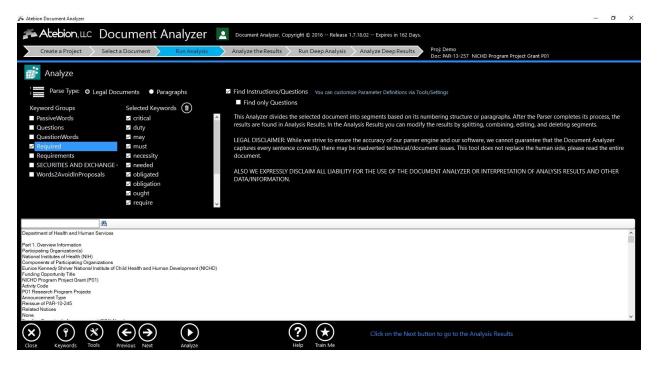
What this tool gives you is an easy visualization of found questions and instructions. You can quickly navigate to the associated parse segments/paragraphs by clicking on a question/instruction in the side panel.

Additionally, you can filter the parse segments/paragraphs and export filtered results to Excel, MS Word, and HTML files with your annotated notes. Exported Results files can effortlessly be shared by clicking on the email button that opens a new email in MS Outlook with the attached Exported Result file.



The Document Analyzer reads various file types, PDFs, MS Word documents (doc & docx), Rich Text Format (RTF) and Plain Text (txt). We suggest using this feature for Request for Proposals (RFPs) and Grant Requests where questions and instructions are present.

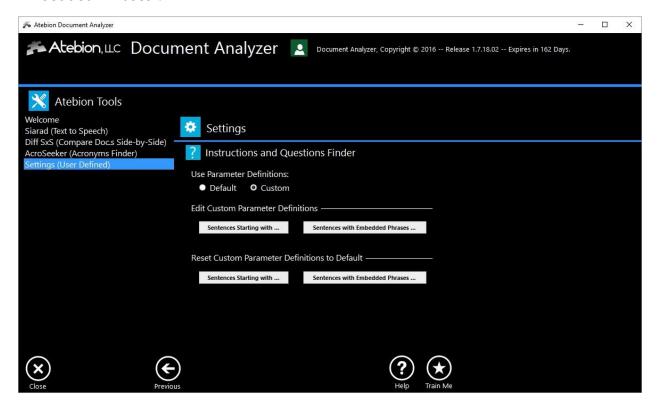
You are given the option to identify Questions & Instructions from the Analyze panel during the parsing/shredding (analyze) process. Also you have the option to find only Questions.



## **Customize Instruction Search Parameters**

You can determine if you want to use the Default parameters (from Atebion LLC) or your Customize parameters.

There are two parameter types "Sentences Starting with ..." and "Sentences with Embedded Phrases".



The Find Questions & Instructions tool is part of the Document Analyzer package. The Document Analyzer is the best value on the market and is so easy to use that training is typically not needed.

Go to our website <a href="http://www.atebionllc.com/">http://www.atebionllc.com/</a>, download the Document Analyzer (click on the blue "Type Document Analyzer" button) and run the downloaded installation file. You can try the Document Analyzer at no cost and no credit card is required.