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(71)(72) Applicant and Inventor: MCINTOSH, Lowrie [US/US]; Suite 270, 709 East Colorado Boulevard, Pasadena, CA 91101 (US).

(74) Agents: HYMAN, Eric, S. et al.; Blakely, Sokoloff, Taylor & Zafman, 7th floor, 12400 Wilshire Boulevard, Los Angeles, CA 90025-1026 (US).

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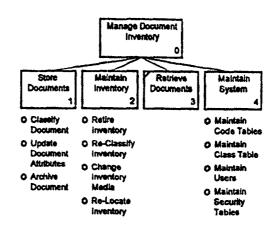
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(57) Abstract

Uniform classification of a subject is accomplished by using generic terminology organized into a hierarchical structure. The system captures acronyms, vernacular and industry-specific, as well as foreign terms, into a thesaurus that can be modified and appended to as classification needs change. The system "learns" as synonyms are added to "family groups", capturing differences in individual perception. Searching for the location of an object is accomplished by entering a descriptive term. If the entry term does not find a match in the "generic structure", the system will look for a matching synonym. By arranging the "generic terms" in a classified format, a single location is provided for each record series and enables linking all relevant administrative document management functions and legal retention requirements.



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INTERNATIONAL SEARCH REPORT

International application No. PCT/US97/17004

A. CLASSIFICATION OF SUBJECT MATTER							
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C. DOC	UMENTS CONSIDERED TO BE RELEVANT						
Category*	Citation of document, with indication, where ap	propriate, of the relevant passages	Relevant to claim No.				
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International application No.
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Category*	Citation of document, with indication, where appropriate, of the relevant passages	Relevant to claim No.
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International application No. PCT/US97/17004

B. FIELDS SEARCHED Electronic data bases consulted (Name of data base and	nd where practicable terms used):					
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