

ABBYY



ABBYY Vantage

ACORD 2 Automobile Loss Notice
Document Skill Guide

Table of Contents

About ABBYY Vantage 3

ACORD 2 Automobile Loss Notice - Document Skill 3

 Countries and Languages 3

 Extracted Fields 4

 Key Fields 23

 Validation Rules 23

Using a Skill in ABBYY Vantage 24

About ABBYY Vantage


ABBYY Vantage is a comprehensive Content Intelligence platform that provides AI-powered cognitive services and pre-trained and trainable skills that can "understand" business documents and extract actionable data and insights.

This no-code / low-code platform makes today's digital worker and processes smarter and empowers the new citizen developer to accelerate digital transformation initiatives and expand automation to new processes in a fast and simple way, making an immediate impact on business results and customer experience.

Types of documents that can be processed with Vantage

Vantage is capable of processing structured, semi-structured, and unstructured documents in a variety of input formats and languages.

- **Structured documents** are documents which always include the exact type of information in the exact same locations. One example of structured documents are pre-formatted forms.
- **Semi-structured documents** are documents which generally include the same or similar information, but in each document the location, size, and number of fields may vary from document to document. Examples of semi-structured documents are bills, payment orders, and invoices.
- **Unstructured documents** are documents which consist of continuous text. Required information is usually located inside a sentence that can be on any page of the document. Examples of unstructured documents are contracts, lease agreements, and e-mail messages.

 **Note:** Use Advanced Designer to create skills for extracting data from unstructured documents.

The Vantage platform comes with a set of built-in skills, which can extract data from certain document types out-of-the-box (i.e. invoices, purchase orders, receipts, bills of lading, delivery notes). These skills can be adjusted according to specific requirements and further trained based on customer-specific documents.

Vantage users have also the option to design and train a completely new Document skill, Classification skill, and/or Process skill based on their own document set.

ACORD 2 Automobile Loss Notice - Document Skill

The **ACORD 2 Automobile Loss Notice** skill extracts data from ACORD forms. This form is used to report both commercial and personal lines automobile losses.

The ACORD 2 Automobile Loss Notice skill is a preview skill. It has been trained on a small document set and is intended to be used by citizen developers as a quick-start basis for processing ACORD 2 forms. The skill may require further training on your specific documents before it can be used in production.

Countries and Languages

Countries	Languages
USA	English

Extracted Fields

Field		Description
Identification	Date	The date on which the form is completed.
	Agency Name	The full name of the producer or agency.
	Agency Address	The address of the producer or agency.
	Contact Name	The name of the primary contact person at the producer's establishment.
	Phone	The phone number of the primary contact person at the producer's establishment.
	Fax	The fax number of the producer or agency.
	E-mail	The e-mail address of the primary contact person at the producer's establishment.
	Code	The identification code assigned to the producer (for example, agency or brokerage firm) by the insurer.
	Subcode	The identification code assigned by the insurer to the sub-producer (for

Field		Description
		example, natural person) within a producer's office (for example, agency or brokerage).
	Agency Customer ID	The identification number of the customer assigned by the producer (for example, agency or brokerage).
	Insured Location Code	The code or identifier associated with the insured location for an insurance policy.
Date of Loss and Time	Date	The date on which the loss occurred.
	Time	The approximate time at which the loss occurred.
	AM	Indicates that the time specified is AM.
	PM	Indicates that the time specified is PM.
Carrier	Carrier Name	The insurer's full legal company name(s) as per the file copy of the policy.
	Carrier Address	The address of the company.
	NAIC Code	The identification code assigned to

Field		Description
		the insurer by the NAIC.
	Policy Number	The identifier assigned by the insurer to the policy or submission, being referenced exactly as it appears on the policy, including prefix and suffix symbols. If required for self-insurance, the self-insured person's license or contract number is specified instead.
	Policy Type	The type of policy issued to the insured person (for example, personal auto, truckers, garage liability, commercial property, builder's risk, etc.).
Insured	Name of Insured	The insured person (natural or legal) covered by the insurance policy.
	Date of Birth	The date of birth of the insured person.
	FEIN	The tax identifier of the named insured person.

Field		Description	
Marital Status or Civil Union		<p>The insured person's marital status.</p> <p>Possible values:</p> <ul style="list-style-type: none"> • S - Single • M - Married • D - Divorced • P - Separated • W - Widowed • C - Domestic Partner (unmarried) • V - Civil Union • U - Unknown • O - Other 	
Phone 1	Phone 1	The primary phone number of the insured person.	
	Phone Type	Home	Indicates that the primary phone number is for a home phone.
		Business	Indicates that the primary phone number is for a business phone.
		Cell	Indicates that the primary phone number is for a cell phone.
Phone 2	Phone 2	The secondary phone number of	

Field			Description	
			the insured person.	
		Phone Type	Home	Indicates that the secondary phone number is for a home phone.
			Business	Indicates that the secondary phone number is for a business phone.
			Cell	Indicates that the secondary phone number is for a cell phone.
	Phone 3	Phone 3		The third phone number of the insured person.
		Phone Type	Home	Indicates that the third phone number is for a home phone.
			Business	Indicates that the third phone number is for a business phone.
			Cell	Indicates that the third phone number is for a cell phone.
	Mailing Address			The mailing address of the insured person.
	Primary E-mail			The primary e-mail address of the insured person.
Secondary E-mail			The secondary e-mail address of	

Field		Description		
		the insured person.		
Contact	Contact Insured	Indicates whether the individual to be contacted is the same as the insured person.		
	Name of Contact	The full name (first, middle, last) of the individual to be contacted as a representative of the insured person on all subsequent business relating to this incident.		
	Phone 1	Phone 1	The primary phone number of the representative of the insured person.	
		Phone Type	Home	Indicates that the primary phone number is for a home phone.
			Business	Indicates that the primary phone number is for a business phone.
	Cell		Indicates that the primary phone number is for a cell phone.	
	Phone 2	Phone 2	The secondary phone number of the representative of the insured person.	
Phone Type		Home	Indicates that the secondary phone	

Field			Description	
			number is for a home phone.	
		Business	Indicates that the secondary phone number is for a business phone.	
		Cell	Indicates that the secondary phone number is for a cell phone.	
	Phone 3	Phone 3		The third phone number of the representative of the insured person.
		Phone Type	Home	Indicates that the third phone number is for a home phone.
			Business	Indicates that the third phone number is for a business phone.
			Cell	Indicates that the third phone number is for a cell phone.
	Mailing Address			The mailing address of the representative of the insured person.
	Primary E-mail			The primary e-mail address of the representative of the insured person.
	Secondary E-mail			The secondary e-mail address of

Field		Description	
		the representative of the insured person.	
Loss	Location of Loss	Street	The physical street address of the loss location.
		City State ZIP	The city, state or province and postal code of the loss location.
		Country	The country of the loss location.
		Address	The address (including street, city, state or province, postal code, and country) of the loss location.
		Description of Location of Loss	The description of the location of loss if not at a specific street address.
	Description of Accident	An explanation of how the loss occurred.	
Police or Fire Department Contacted	The name of the municipal, country or other police department, fire department or other authority to which the accident was reported, including any precinct or station number, if available.		

Field		Description	
	Report Number	The report number assigned by the authority contacted.	
Insured Vehicle	Vehicle	Vehicle Number	The producer-assigned vehicle number.
		Year	The model year of the vehicle.
		Make	The manufacturer of the vehicle.
		Model	The manufacturer's model name for the vehicle.
		Body Type	The body type of the vehicle.
		VIN	The car's vehicle identification number.
		Plate Number	The license plate number.
		State	The state or province in which the vehicle is registered.
	Owner	Same as Insured	Indicates whether the owner of the insured vehicle is the same as the named insured person.
		Owner's Name	The full name of the person (natural or legal) that is the owner of the vehicle or property.

Field			Description		
		Owner's Address	The address of the owner.		
		Phone 1	Phone 1	The primary phone number of the owner of the vehicle or property.	
			Phone Type	Home	Indicates that the primary phone number is for a home phone.
				Business	Indicates that the primary phone number is for a business phone.
				Cell	Indicates that the primary phone number is for a cell phone.
		Phone 2	Phone 2	The secondary phone number of the owner of the vehicle or property.	
			Phone Type	Home	Indicates that the secondary phone number is for a home phone.
				Business	Indicates that the secondary phone number is for a business phone.
				Cell	Indicates that the secondary phone number is for a cell phone.
		Primary E-mail	The primary e-mail address of the owner of the		

Field			Description	
Driver			vehicle or property.	
		Secondary E-mail	The secondary e-mail address of the owner of the vehicle or property.	
	Phone 1	Same as Owner	Indicates whether the owner was the driver of the insured vehicle.	
		Driver's Name	The name of the driver.	
		Driver's Address	The address of the driver.	
		Phone 1	The primary phone number of the driver.	
		Phone Type	Home	Indicates that the primary phone number is for a home phone.
		Phone Type	Business	Indicates that the primary phone number is for a business phone.
		Phone Type	Cell	Indicates that the primary phone number is for a cell phone.
		Phone 2	Phone 2	The secondary phone number of the driver.
Phone Type	Home	Indicates that the secondary phone number is for a home phone.		

Field			Description
		Business	Indicates that the secondary phone number is for a business phone.
		Cell	Indicates that the secondary phone number is for a cell phone.
	Primary E-mail		The primary e-mail address of the driver.
	Secondary E-mail		The secondary e-mail address of the driver.
	Relationship to Insured		The relationship of the driver to the named insured person.
	Date of Birth		The birth date of the driver.
	Driver's License Number		The driver's license number.
	State		The state in which the driver is licensed.
	Purpose of Use		A short description of the purpose of the trip during which the accident occurred (e.g., trip to store or commuting to work).
	User with Permission	Yes	Indicates whether the driver had permission to use the vehicle.
		No	

Field		Description
	Describe Damage	Description of any damage to the vehicle or property.
	Child Seat Installed	Indicates whether a standard child passenger restraint system (child seat) was installed in the vehicle at the time of the accident. Possible values: Yes, No.
	Child Seat In Use	Indicates whether the child passenger restraint system (child seat) was in use by a child during the time of the accident. Possible values: Yes, No.
	Did Child Seat Sustain a Loss	Indicates whether the child passenger restraint system (child seat) sustained a loss at the time of the accident. Possible values: Yes, No.
	Estimate Amount	An estimate for the cost of repairing the vehicle or property.
	Where Can Vehicle Be Seen	The address where the adjuster

Field		Description	
		can inspect the vehicle or property.	
	When Can Vehicle Be Seen	The time period during which the vehicle or property is available for inspection.	
	Carrier of Other Insurance	The insurer's name on any other applicable insurance.	
	Policy Number	The policy number of any other applicable insurance.	
Other Vehicle or Property Damaged	Vehicle	Indicates whether the damage was inflicted on a vehicle.	
	Non-Vehicle		
	Damaged Vehicle	Vehicle Number	The producer-assigned vehicle number.
		Year	The model year of the vehicle.
		Make	The manufacturer of the vehicle.
		Model	The manufacturer's model name for the vehicle.
		Body Type	The body type of the vehicle.
VIN	The car's vehicle identification number (VIN).		

Field		Description	
		Plate Number	The license plate number.
		State	The state or province in which the vehicle is registered.
	Property Description		A brief description of the type of property damaged, such as home or fence.
	Other Vehicle or Property Insured	Yes	Indicates whether the damaged property or vehicle was insured or not.
		No	
	Carrier or Agency Name		The insurer's name on any other applicable insurance.
	NAIC Code		The NAIC code of the insurance company that issued the policy.
	Policy Number		The policy number of any other applicable insurance.
	Owner	Owner's Name	The full name of the person (natural or legal) that is the owner of the vehicle or property.
		Owner's Address	The address of the owner of the vehicle or property.

Field			Description	
	Phone 1	Phone 1	The primary phone number of the owner of the vehicle or property.	
		Phone Type	Home	Indicates that the primary phone number is for a home phone.
			Business	Indicates that the primary phone number is for a business phone.
			Cell	Indicates that the primary phone number is for a cell phone.
	Phone 2	Phone 2	The secondary phone number of the owner of the vehicle or property.	
		Phone Type	Home	Indicates that the secondary phone number is for a home phone.
			Business	Indicates that the secondary phone number is for a business phone.
			Cell	Indicates that the secondary phone number is for a cell phone.
	Primary E-mail		The primary e-mail address of the owner of the vehicle or property.	

Field			Description	
Driver	Secondary E-mail		The secondary e-mail address of the owner of the vehicle or property.	
	Same as Owner		Indicates whether the owner was the driver of the insured vehicle.	
	Driver's Name		The name of the driver.	
	Driver's Address		The address of the driver.	
	Phone 1	Phone 1		The primary phone number of the driver.
		Phone Type	Home	Indicates that the primary phone number is for a home phone.
			Business	Indicates that the primary phone number is for a business phone.
			Cell	Indicates that the primary phone number is for a cell phone.
	Phone 2	Phone 2		The secondary phone number of the driver.
		Phone Type	Home	Indicates that the secondary phone number is for a home phone.
Business			Indicates that the secondary phone number is for a business phone.	

Field					Description
				Cell	Indicates that the secondary phone number is for a cell phone.
		Primary E-mail			The primary e-mail address of the driver.
		Secondary E-mail			The secondary e-mail address of the driver.
	Describe Damage				Description of any damage to the vehicle or property.
	Estimate Amount				An estimate for the cost of repairing the vehicle or property.
	Where Can Damage Be Seen				The location where the adjuster can inspect the vehicle or property.
Injured (repeating group)	Name				The name of a person that was injured in the incident or accident.
	Address				The address of a person that was injured in the incident or accident.
	Phone				The primary phone number of the injured party.
	Pedestrian				Indicates whether the injured party

Field		Description
		was a pedestrian.
	Insured Vehicle	Indicates whether the injured party was in the vehicle of the insured person.
	Other Vehicle	Indicates whether the injured party was in a vehicle other than the vehicle of the insured person.
	Age	The age of the injured party at the time of the incident.
	Extent of Injury	A brief description of the injury sustained by the injured party.
Witnesses or Passengers (repeating group)	Name	The name of a person that was a witness to the incident or an uninjured passenger.
	Address	The address of a person that was a witness to the incident.
	Phone	The primary phone number of a person that was a witness to the incident.
	Insured Vehicle	Indicates whether the witness was in the vehicle of the insured person at

Field		Description
		the time of the incident.
	Other Vehicle	Indicates whether the witness was in a vehicle other than that of the insured person at the time of the incident.
Reported by		The name of the individual that reported the loss.
Reported to		The name of the individual within the agency or company to whom this loss was reported.
Remarks		Other general remarks regarding the automobile loss notice.

Key Fields

- Date
- Agency Name
- Agency Customer ID
- Name of Insured
- Plate Number


Validation Rules

Rule	Description
Copy Owner/Driver Details if Same as Insured/Owner	If Insured Vehicle/Owner/Same as Insured is checked, and Owner's Name or Owner's Address are empty, the rule copies values of the Insured/Name of Insured and Insured/Mailing address fields to the corresponding Owner's Name and Owner's Address fields.

Rule	Description
	If Insured Vehicle/Driver/Same as Owner is checked, and Driver's Name or Driver's Address are empty, the rule copies values of the Owner's Name and Owner's address fields to the corresponding Driver's Name and Driver's Address fields.
Copy DamagedVehicle DriverDetails if Same as Owner	If Other Vehicle or Property Damaged/Driver/Same as Owner is checked, and Driver's Name or Driver's Address are empty, the rule copies the values of the Owner's Name and Owner's address fields to the corresponding Driver's Name and Driver's Address fields.
User With Permission Yes Checkmark, User With Permission No Checkmark, Other Vehicle or Property Insured Yes Checkmark, Other Vehicle or Property Insured No Checkmark	Where applicable, converts all true-or-false fields (e.g., checkmarks, yes or no fields, etc.) to Y/N format.

Using a Skill in ABBYY Vantage

To use a skill in ABBYY Vantage, you need to import it to your **Skill Catalog**.

To import a skill, open the **Skill Catalog** and click the  **Import** button in the toolbar. In the dialog box that will open, specify a path to the archive that contains the skill you are importing.


This skill will be uploaded to your **Skill Catalog** and published.

If the chosen archive is larger than 2 GB, you will see a dialog box with a link to a shared folder and its credentials.

You should open this folder and upload the archive. The skill will be imported to Vantage automatically. The archive will then be deleted from the shared folder. All files uploaded to this folder afterwards will be transferred to the exception folder. Hence you may use this folder to import only one skill. The folder remains active for 14 days.

The version of the imported skill will be 1.0. If such a skill previously existed in the tenant and was deleted, the version number of the deleted skill will be incremented and assigned to the imported skill. The version number of the imported built-in skills is always the same as at the time of export.

If the skill you are importing already exists in your **Skill Catalog**, ABBYY Vantage will display a warning message and will ask whether you want to create a new version of the existing skill or save the new skill under a different name. If you choose the latter, the new skill will be called *<Imported skill name New>*.

 **Note:** Vantage supports the import of skills exported from Advanced Designer. However, such skills will only be trainable in Vantage if a Fast Learning activity was added to the document processing flow in Advanced Designer.

Importing a Document skill with data catalogs

Data catalogs exported with a skill are imported according to the table below:

Does a catalog with the same name exist in your tenant?		Import of the catalog	Import of the data (if data was exported)
No		The catalog is imported.	The data is imported.
Yes	The set of columns and their types are the same.	The catalog is not imported.	The data is imported. Previous data in the catalog is lost.
	The set of columns and/or their types differ.	The catalog is imported with the name <Catalog_name Skill_name>.	The data is imported.


Importing a Process skill

If you import a Process skill that was exported without referenced skills, you have to make sure that all the referenced skills exist in the **Skill Catalog**. If necessary, such skills should be imported before the Process skill, otherwise you'll get an error when importing the Process skill.


If you import a Process skill that was exported with referenced skills, they will be imported as follows:


- If such a skill exists in the Catalog, it will not be imported. The skill from the Catalog will be used, even if the skill in the import archive has a newer version.
- If a skill with the same name exists in the Catalog, the skill will be imported and renamed. The link in the Process skill will be updated.

If the imported skill has shared folder import set up, this feature needs to be enabled manually after the import.

 **Note:** The availability of this feature depends on the user's role. For more information about roles, see Role-Based Access Control.

To publish a skill:

1. Select one by left-clicking it and then click  **Publish** in the toolbar. This will open the Skill Designer's **Publish** tab, where you will have to fill out some information.
2. Click the **Publish Skill** button either at the bottom of the Skill Designer window or in the **Actions** pane.

 **Note:** The availability of this feature depends on the user's role. For more information about roles, see Role-Based Access Control.

You can start using a skill right away or try it out on your documents first. To try out a skill, click the **Try** button in the **Skill Catalog**.

For more information on importing, publishing, or trying out skills, please refer to the ABBYY Vantage Skill Catalog Guide.

If a skill does not fully meet your processing requirements, you can edit it to suit your needs. For detailed instructions, please refer to the ABBYY Vantage Skill Designer Guide.

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