



Get Your Records on Trak



MasterTrak Plus™... a better way to manage and track your records.



MasterTrak Plus is a Records Management & Document Imaging Software system which uses Barcodes or Radio Frequency ID (RFID) tags to track movement of Records or Assets or just about anything else you need to track.

With the clock always ticking, timely access to the information within your records is crucial and each minute spent searching for lost records is time lost and money wasted.

When MasterTrak Plus is installed, no more lost records and printing status reports are a breeze. When you choose MasterTrak Plus to help run your records center, you will immediately increase your human resource efficiency, increase the productivity of your department, and decrease the number of lost records.

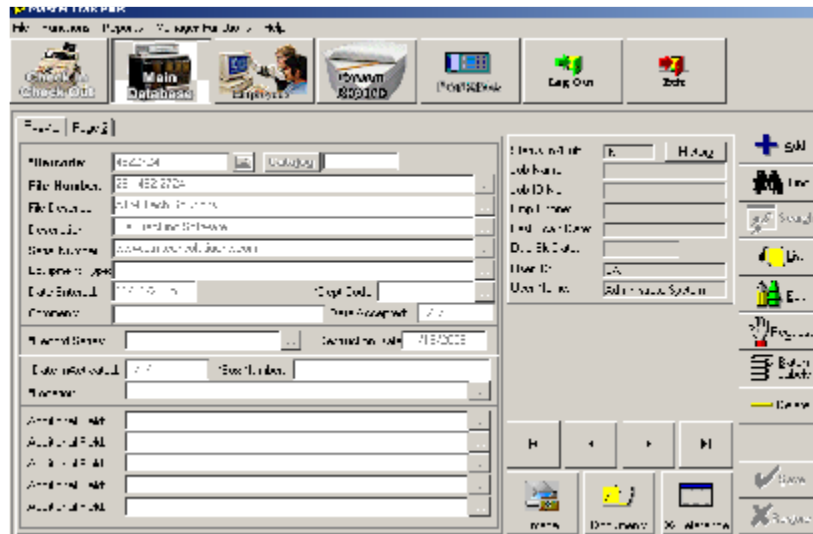
Out Report For: Betsy Ross
1776

Barcode	File Number	File Name	Due Date
100000	123456	ATM Tech.	05/05/02 12:15:47
100001	456321	XYZ Company	05/05/02 12:15:52
100003	345231	Howard Jones	05/05/02 12:15:54

With MasterTrak Plus, you can eliminate the time consuming, labor intensive task of manually tracking your records, providing your company with the information they need on a timely basis. Performing physical inventories of files around the office is quick and easy using the portable barcode reader.

MasterTrak Plus tracks documents inside the folder and also scans the documents as Images for viewing from a PC workstation or via the web.

A Central Database...Supported by MSDE, SQL, or Oracle provides for Enterprise Wide access to information for both large and small organizations.



Barcode Technology is also a cost effective, fast and accurate way to enter data. When using MasterTrak Plus, each folder has a unique barcode label and when the folder is Checked Out or In, the Barcode is scanned. If OUT, MasterTrak Plus keeps track of who has it and when it is due back.

MasterTrak Plus manages your records from Start to Finish.

To start, MasterTrak Plus can print either Black and White or Color file folder labels. With its custom Black and White Label Designer, labels can be designed to fit your own needs, whether for boxes, files, or shelves.



Next, MasterTrak Plus can track the movements of folders throughout its Active life. If desired, Documents can be scanned for easy viewing from a desktop without having to request the actual file. If the originals are required, records can be requested through MasterTrak Plus and a Request Slip will automatically print in the Fileroom.

Finally, when it is time to Archive files, records can be scanned to boxes for inventory. If a folder is needed which has been archived, MasterTrak Plus knows which box it was stored in and where it is located.

Simple set up. Total peace of mind.
Avoid the high cost of lost records.

Standard Features of MTP

- Wide Area Network compatible
- SQL or Oracle compatible or MSDE
- Import/Export Feature
- Color Label Printing
- Imaging
- History feature on Main Database Screen or via Reports
- Custom Report Writer
- Security uses either NT Authentication or Database Authentication
- Uses several portable barcode readers for easy inventories
- Built in Retention Scheduler
- Track both Active and Inactive Records/Boxes
- Documents can be tracked individually
- Images of documents can be view over the internet
- Built in Records Requestor – Either by Batch or Live
- Fields can be customized and made mandatory
- Cross Reference Feature Standard
- CFR11 module available
- Interfaces with several Electronic Carousels
- Automatically produces an Over Due Report
- Can be linked to other databases through ODBC
- Data can be restricted by Department allowing multiple departments to use one database

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