FileDirector®

Document Management Made Easy
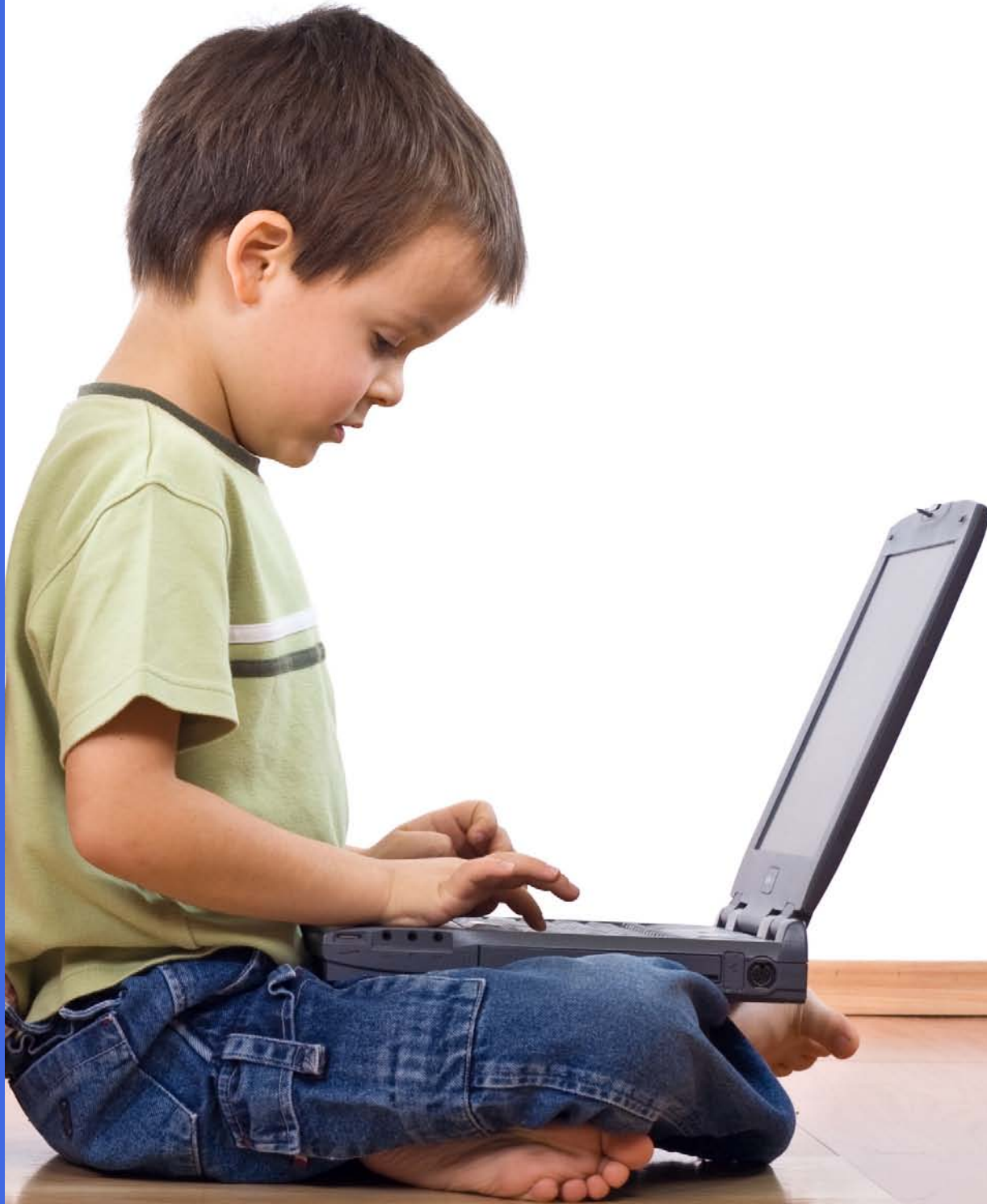
FileDirector, much more than just scanning...
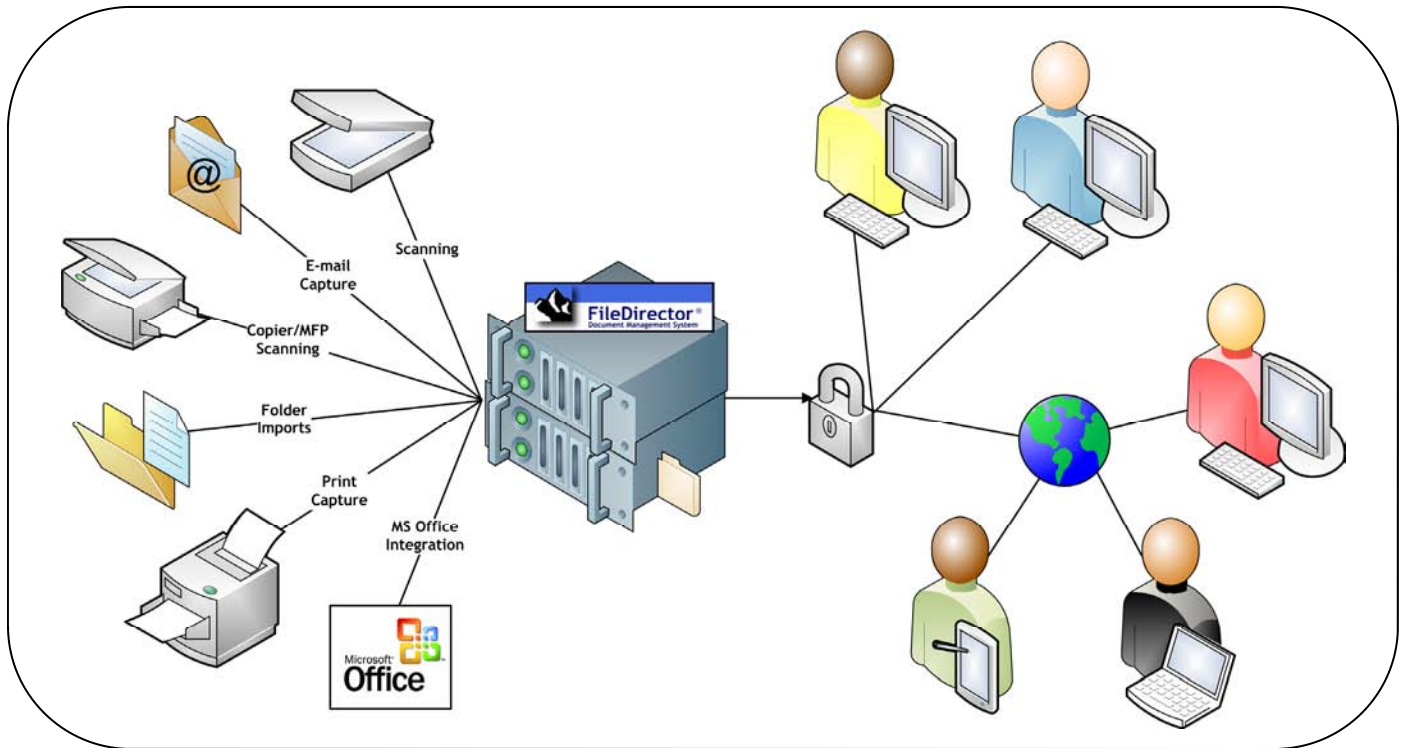
Eliminate Paper Clutter	**Never Lose A File**	**Improve Customer Service**
Lower Expenses	**Realize Sustainability Goals**	**Secure Your Information**
Integrate Critical Systems	**Comply With Industry Regulations**	**Access Your Documents Anywhere**

FileDirector - One of the most feature-rich and innovative electronic document management systems on the market today, with comprehensive functionality to suit any size of business. Its up to date and out-of-the-box technology, a simple user interface and easy administration make it a refreshing alternative to complicated and costly, consultancy driven applications.

FileDirector can be installed into almost any Windows network environment and utilizes either SQL or Oracle Databases to store its data which can also be retrieved from SharePoint. It also integrates with Active Directory for securely managing user accounts and boasts similar security levels to those found in on-line banking. Further integration with many business-critical office systems can be achieved by the use of ODBC connections and the unique codeless connector.

Powerful index capture tools includes a full range of OCR and forms recognition alongside comprehensive search functionality so that you can ensure your paper or electronic files are never lost again and easily found. All of this information is tracked and recorded to assist in achieving compliance with strict records management rules.

You can further enhance the capabilities of FileDirector with Process Management, a module that simplifies the building of complicated processes and workflows for documents to follow for authorization around an organization.

For more information on the extensive capabilities of FileDirector visit one of the websites below.

www.filedirector.com | twitter.com/filedirector | filedirector.blogspot.com

Spielberg