

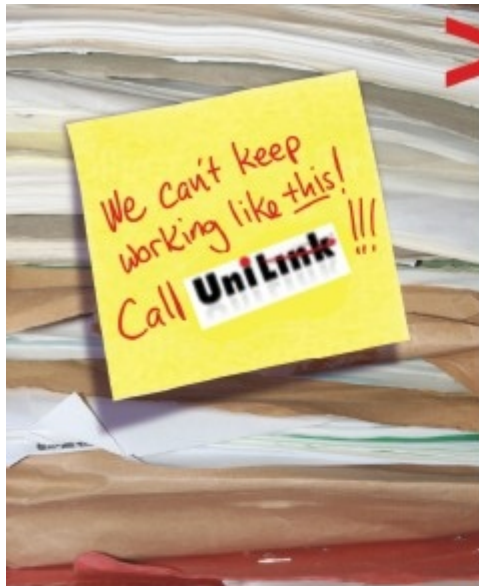


To order or for more information:

Tel: 800.666.2980
E-mail: info@unilinkinc.com
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Product Information Sheet

Category: Software
Manufacturer: Document Strategies, LLC
Product/Model: ArchivOS



> **Scan and file documents**
easily and then access them
from your computer
- without breaking the bank!

ArchivOS
DOCUMENT MANAGER

Use your existing scanner or Multi-Function Device (MFD) to create an electronic document filing system and quickly access your digitized invoices, statements, financials and contracts through a web-based interface. **No more searching through boxes of paper for a document.** Make your company more efficient, productive and profitable!

- **Prevent time-consuming searches for misplaced or lost documents**
- **Increase office personnel productivity**
- **Provide better service to your customers**
- **Reduce or eliminate call-backs**
- **Increase value from existing software investments**
- **Quick adoption increases Return On Investment**
- **Get more value out of your office equipment**



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>FEATURES

- Web Based Interface for organizing, indexing and searching of documents
- Intuitive user interface
- Easily interfaces with any scanner, MFP or capture device
- Supports PDF, TIFF, JPG and other image file types
- Microsoft SQL compatible
- Output to delimited text, XML or foldering scheme
- Easy creation of document and job templates
- Import/Export job settings



>BENEFITS

- Organize documents consistently and share them across your organization
- Easy to learn, easy to Use
- Use existing office equipment (MFD, fax server & scanners)
- Share data with business systems and applications
- Affordable entry level pricing
- Expand as your needs change

> The Solution to Document Overload

ArchivOS Document Manager is a remote control for all your business documents, designed for the business professional who would like to process and access their documents faster and more efficiently. We help you store and find files without leaving your seat.

ArchivOS Document Manager is simple to use, designed to quickly capture and file electronic documents from both single and multiple contributors. We allow you to process and store document images in a foldering system or a database and create a document repository with the ability to search and retrieve files on a network or on your local PC. ArchivOS also allows you to create and enforce a naming framework by which documents are filed, making the system easier for users and managers alike. Say goodbye to arcane codes and file naming conventions.

Both ArchivOS Standard and ArchivOS SQL are designed for ease of use through a web browser interface. Your users will require minimal training to begin taking advantage of the power of our ArchivOS Document Management Solutions.

Best of all, ArchivOS is designed to grow with you.

Our systems can be used as a capture and indexing solution that will export data to an existing database or business system that can accept text delimited or XML output. The ability to migrate your data as you grow allows the ArchivOS system to handle all your future document storage needs.

About Document Strategies LLC

Document Strategies offers software solutions to meet the needs of the Small to Mid-Size Business, enabling them to manage their documents and data more effectively and efficiently.