STANDARD FEATURES LIST

- Wide Area Network compatibility
- 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 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 viewed over the internet
- Built in Records requestor - either by Batch or Live
- Fields can be customized and made manditory
- Cross Refverence feature standard
- CFR11 module available
- Interfaces with several Electronic Carousels
- Automaticly produces Over Due Report
- Can be linked to other databases through ODBC
- Data can be restricted by Department allowing multiple departments to use one database

The System Components - **A Total Solution!**

Software + Print Media + Data Collection Devices + Printers

Additionally ALL
- System Planning
- System Integration
- System Implementation
- System Support

MasterTrak Plus Versions
All versions are easily upgradeable, and additional seats may be purchased:

- MasterTrak Plus - 1 to 5 users - Unlimited number of records
- MasterTrak Plus LE25 - Single User - All features of program acrtivated, Limited to 25K active records
- MasterTrak LE10 - Single User - All features of program acrtivated, Limited to10K active records
- MasterTrak Plus PO - Professional Office Version - Single User - no limit on records but has limited functionality
- MasterTrak Web - Allows users to access the Main Database, request files and view images via internet

Part Number: CF-MTRKR

MASTERTRAK **PLUS** : : RECORD TRACKING SOLUTION

MasterTrak Plus is Colorflex's automated Records Management and Document Imaging Software system solution. MasterTrak Plus uses Barcodes and or Radio Frequency ID (RFID) tags to track movement of the files and records and provides efficient and timely access to the information in a custom configuration database format.

THE PROBLEM

Industry studies estimate that a typical business regularly spends over 500 hours annually looking for and locating missing files. Files are taken from the File room or Records department and not returned or checked back-in. Sometimes files are simply lost in the clutter on someone's desk. Whatever the reasons are, hard to find files cost businesses a great deal of time and money. Eliminate the time consuming, frustrating work of managing and tracking files. MasterTrak Plus is a cost effective, fast and accurate way to manage records and documents.
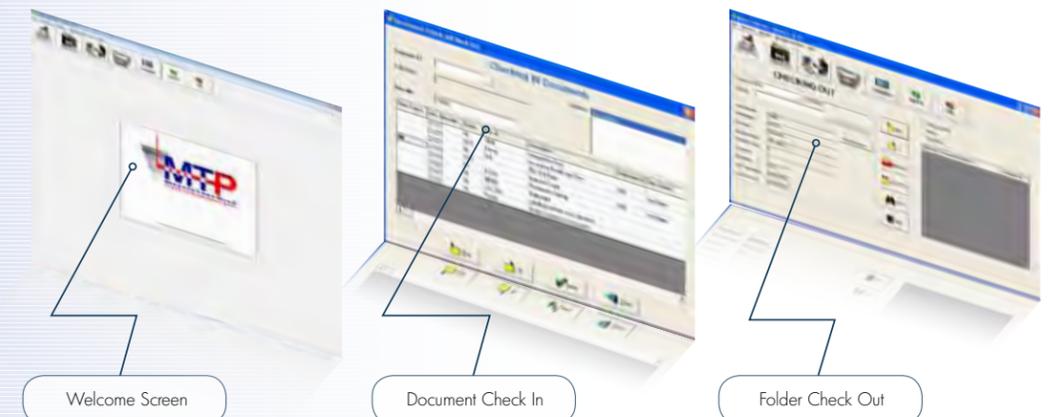
THE SOLUTION

MASTERTRAK PLUS is easily implemented into any records area. If an existing database is available, the information can be imported into MASTERTRAK PLUS. If MASTERTRAK PLUS is replacing a manual system, the record can be entered when the file is either checked IN or OUT. No more manual entry of out cards. MASTERTRAK PLUS can also print barcode labels. With barcode labels, the records can be scanned IN and OUT making reports available in seconds instead of minutes and records located instantly.

Files and records are checked IN and OUT with more ease and efficiency with MASTERTRAK PLUS, by using the barcode scanner and simply scanning each record IN or OUT. Files and records can be documented and moved IN and OUT of filing areas in seconds instead of minutes. MASTERTRAK PLUS will keep track of which files are IN and which files are OUT, along with where the file is presently located.

MASTERTRAK PLUS saves time when checking the location of a file. When a file is needed, a simple check of the database for its present status instead of manually looking on the shelf for the file or looking through a card index system to see who has it is much more efficient.

Welcome Screen | Document Check In | Folder Check Out

FEATURES AND CAPABILITES
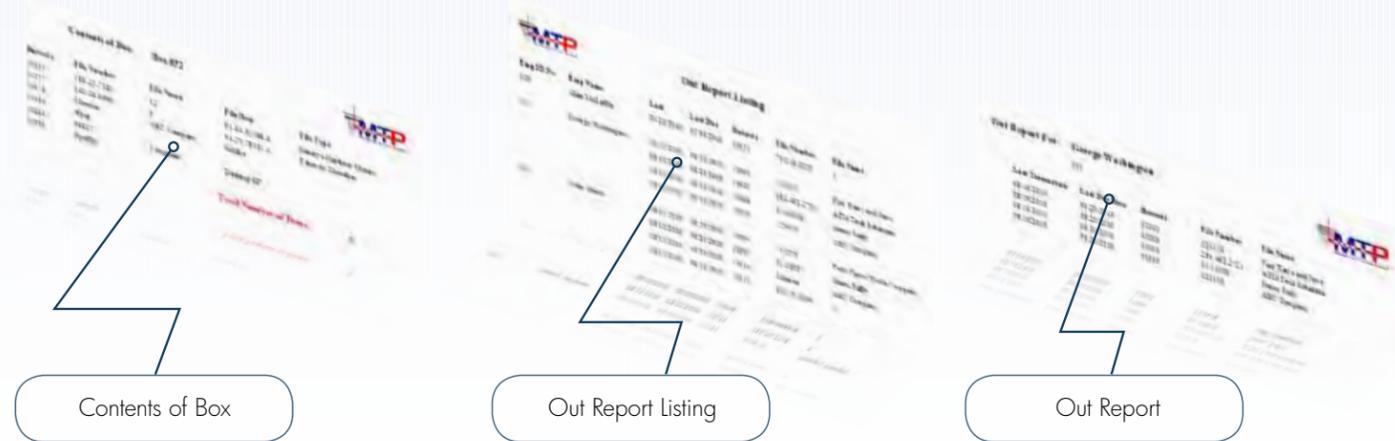
UNIVERSAL DATA CONVERTER AND DATA IMPORT
If your file information is in another software system, MASTERTRAK PLUS can import it. MASTERTRAK PLUS reads the imported data and allows you to click on the fields you wish to import and drag the data to the desired field position. While the data is being imported, MASTERTRAK PLUS can add additional data to designated fields and generate a sequentially numbered barcode.

CUSTOM FIELD NAMING
MASTERTRAK PLUS is very flexible. Each field can be changed to fit your specific needs including titles. Whether the records are load files, case numbers, book numbers, mortgage records or any other type of item, the system will adapt to your operations.

CUSTOM REPORT WRITER
MASTERTRAK PLUS makes report generation lightening fast. With the CUSTOM REPORT WRITER, MASTERTRAK PLUS can produce multiple reports by choosing which fields are in the report, which sort order to use and how wide each report column needs to be. The flexibility of the REPORT WRITER is virtually endless. Such things as different fonts, totals, report headers, and special notes for the report are simple for MASTERTRAK PLUS.

Contents of Box

Out Report Listing

Out Report

HISTORY REPORTING
MASTERTRAK PLUS keeps a complete transaction history. MASTERTRAK PLUS can produce reports showing who had a particular file, and even how long they had it. MASTERTRAK PLUS can also report who currently has which files. MASTERTRAK PLUS will provide a complete narrative of all activity associated with a file or employee.

FILE REQUEST SLIPS
MASTERTRAK PLUS allows a request slip to print in your file room. Any time anyone wants a file, they simply pull up MASTERTRAK PLUS, find the record and hit the request button. If the record is in the file room, a request will automatically be printed in the file room. If the file is out to someone else, the moment the file is returned to the file room, a pending request notice is generated.

RECORDS RETENTION SCHEDULER
MASTERTRAK PLUS has a built in Retention Scheduler. By using this feature, MASTERTRAK PLUS allows the creation of individual retention schedules for purging of records or the destruction of boxes. Simply run a report with the dates needed and a list will be generated. The report can be printed in any order including terminal digit. MASTERTRAK PLUS can use a portable barcode scanner to update the box information; location of the item, and even if the item was destroyed. The box information can also be updated via the Check In/Check/Out screen of MASTERTRAK PLUS.

RFID INTEGRATION
RFID is fully integrated within MASTERTRAK PLUS allowing users to Read and Write Gen 2 RFID labels within their folders. With RFID, users can check multiple records in or out simultaneously. Physical inventories are simplified because desks and work areas can be swept from a distance of two to three feet. All of the labels in those areas are read without physically having to see them, such as in stacks or under other documents.
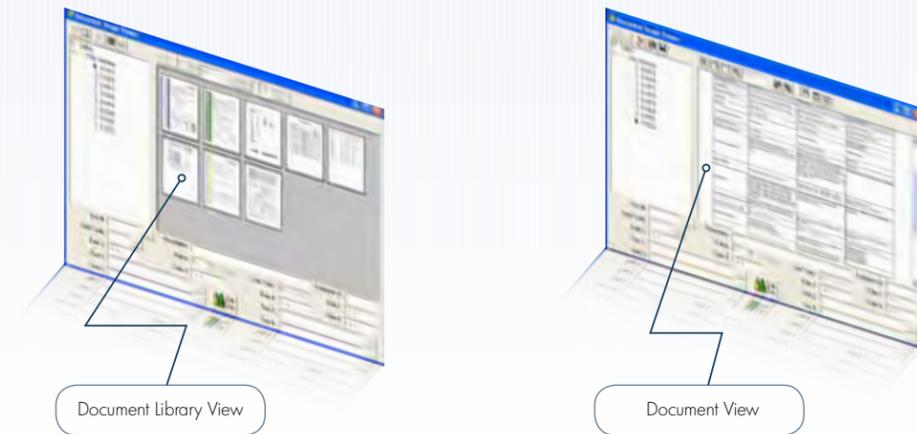
DOCUMENT TRACKING
MASTERTRAK PLUS can also track documents. Documents within the folder can be listed and tracked IN or OUT and if it is completed. Documents can also be scanned and viewed at your desktop with the Easy Image module.

SECURITY
Also included with MASTERTRAK PLUS is a comprehensive security system using ID and password for SQL or Network Authentication.

DOCUMENT IMAGING
MASTERTRAK PLUS comes with Easy Image, a document imaging module allowing users to view the contents of a file without having to pull the actual file. The images can be viewed either from a PC or via the internet. MASTERTRAK PLUS will automatically index the contents to the record. Simply find the record, place the contents from the file on a scanner and hit the Scan button. If you have sections within the file, MASTERTRAK PLUS will allow the images to be scanned to a section.

Document Library View

Document View

ADDITIONAL TRACKING FUNCTIONALITY

ENHANCED BOX STORAGE ALLOCATION
Warehouse or shelf locations can be setup quickly by entering the Row, Section, Shelf and Positions and how many of each. MASTERTRAK PLUS will build the database of available locations. When a box is placed on the shelf, it is scanned and updated in the MASTERTRAK PLUS database via the portable barcode reader. It can also be updated via the Check In. The space available report, checks which locations have been assigned and prints only the available locations.

ELECTRONIC VERTICAL CAROUSEL INTERFACE
From the MASTERTRAK PLUS screen, an individual record can be tagged and buffered in the carousel. When the list of records has all been tagged, the user simply presses the move button on the electronic carousel and the shelf moves to the designated position. The process can be reversed for refilling records into the carousel.

PRINT FUNCTIONALITY

BARCODE LABEL DESIGN AND PRINTING
MASTERTRAK PLUS can print a wide variety of record labels. You can design your own labels with the information needed to fit your own method of filing. Sizes from 1.5" x 2.5" to 1.5" x 8" come standard and can easily be printed with MASTERTRAK PLUS and a label printer or a WINDOWS compatible printer. These labels provide all the black and white text and graphic printing needed for your files.

COLOR CODED LABELS
MASTERTRAK PLUS now ships standard on color label format with the software. ATM can either match your existing format or create a new one. An advantage of using a color coded label is misfiles are found easily.

Part Num	Description of Software	Price
	MasterTrak Plus A 32 bit client server software system for managing a Records center, both Active and Archive Records – Includes Easy*Image imaging modular and seamless color label printing system. Compatible with MSDE, MS SQL and ORACLE	
MTP-5	Basic Client Server Version - (1 to 5 users)	$7,995.00
MTP-A	Extra Users: 6 to 25 users	$500.00/user
MTP-B	26 - 50 users	$250.00/user
MTP-C	51 – 99 users	$200.00/user
MTP-D	100 + users	$100.00/user
	MasterTrak Plus – Limited Edition A 32 bit client server software system for managing a Records center, both Active and Archive Records – Includes Easy*Image imaging module and seamless color label printing system but with limited number of records – single user	
MTP-LE25	For file rooms containing 25,000 or fewer *active* files - All features of MasterTrak Plus but limited to 25,000 *active* items only. No limit on inactive or archived items – single user	$1,995.00
MTP-LE10	For File rooms containing 10,000 or fewer *active* files - All features of MasterTrak Plus but limited to 10,000 *active* items only. No limit on inactive or archived items – single user	$1,495.00
MTPLE-EU	Additional Seats for Limited Edition	$250.00/user
	MasterTrak Plus – CFR11 An add on option working in conjunction with the MasterTrak Plus products allowing pharmaceutical companies to be CFR11 compliant	
MTP-CFR	CFR11 Module (must have a version of MasterTrak Plus)	$3,000.00
	MasterTrak Plus – Professional Version A 32 bit client server software system designed primarily for producing color labels, record retention and box storage – Includes Easy*Image imaging module and seamless color label printing system	
MTP-PV	Single User System	$895.00
MTPPV-EU	Additional Seats for Professional Version	$250.00/user
	MasterTrak Web Browser based program used in conjunction with either MasterTrak of MasterTrak Plus Allows users to access Main Database and perform Requests via the Internet	
MTPW-EU	Each User	$100.00/user
	Color Print - Graphic Label Stand alone color printing system - no database – uses any Windows Color Printer	
CP - SA	Color Print Label color printing software – Stand Alone Version	$299.00
	Annual Customer Support Maintenance Includes upgrades, 800 telephone support, email support, and interactive Web support- *Minimum $499 or 15%,	
SM-MTP	*MasterTrak Plus – Basic Version -	15% of list Price
SM-MTP25	*MasterTrak Plus – Limited Edition – 25,000 records – Support Maintenance	$499.00
SM-MTP10	*MasterTrak Plus – Limited Edition – 10,000 records – Support Maintenance	$499.00
SM-MTPPV	MasterTrak Plus – Professional Version – Support Maintenance	$299.00