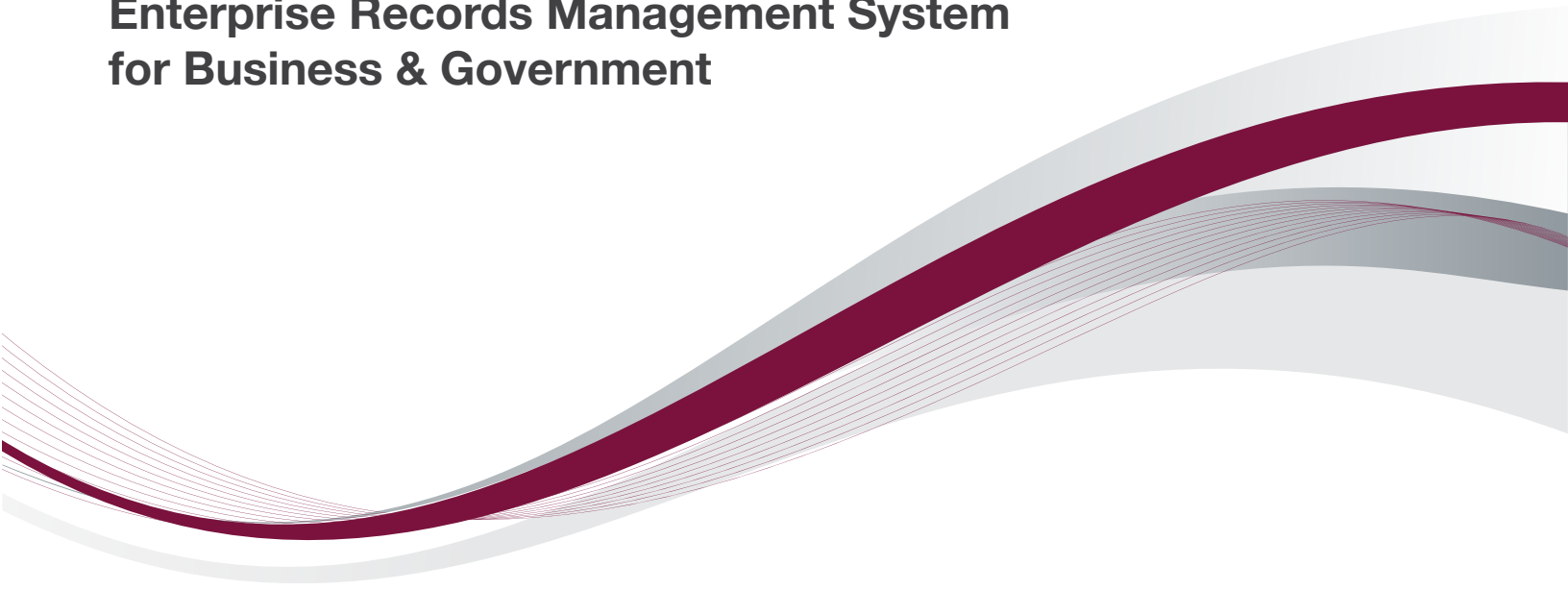


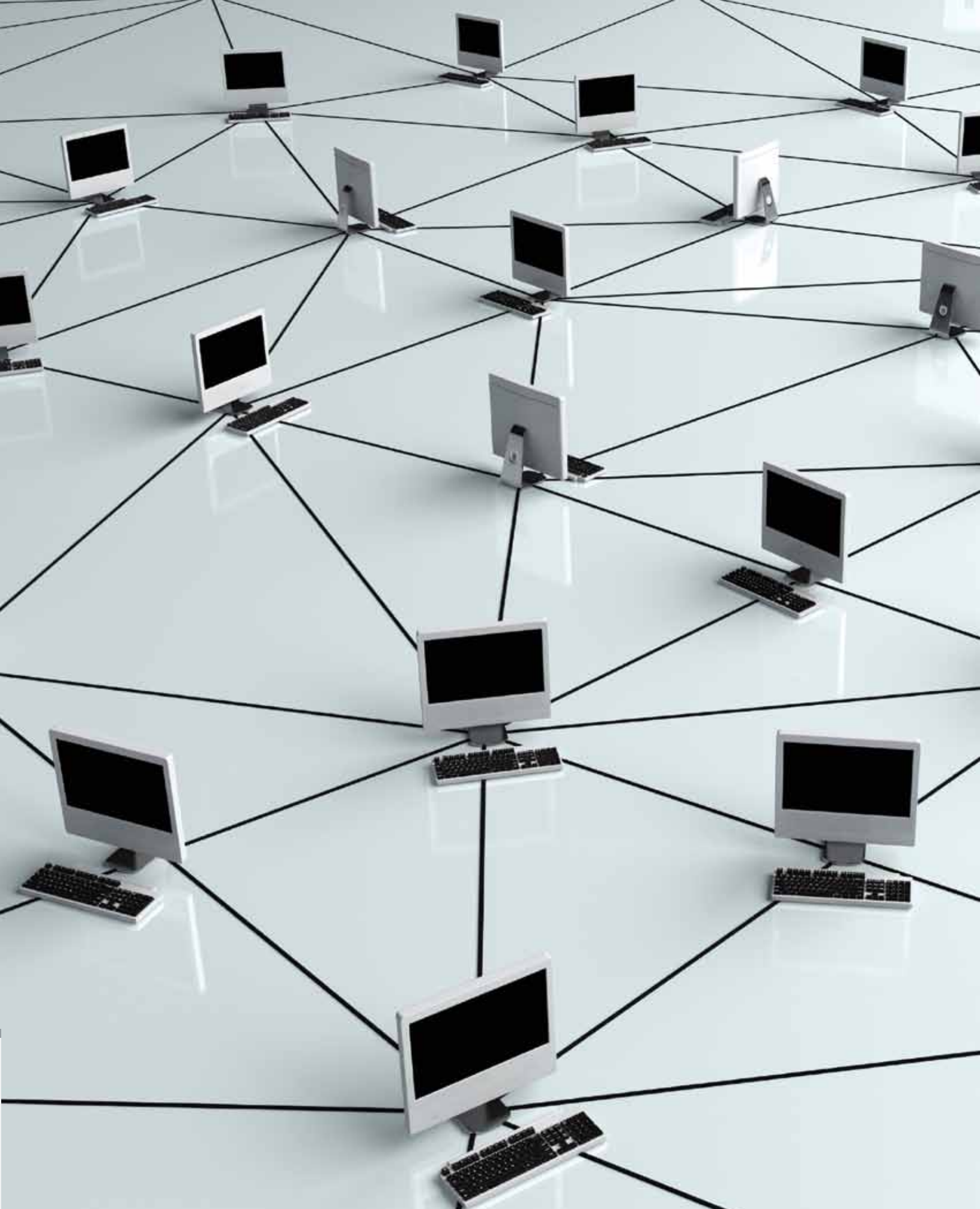
Enterprise Records Management System for Business & Government



TAB
fusion**RMS**

Managing physical and electronic records together.™





1.877.306.8875

Enterprise Records Management System for Business & Government

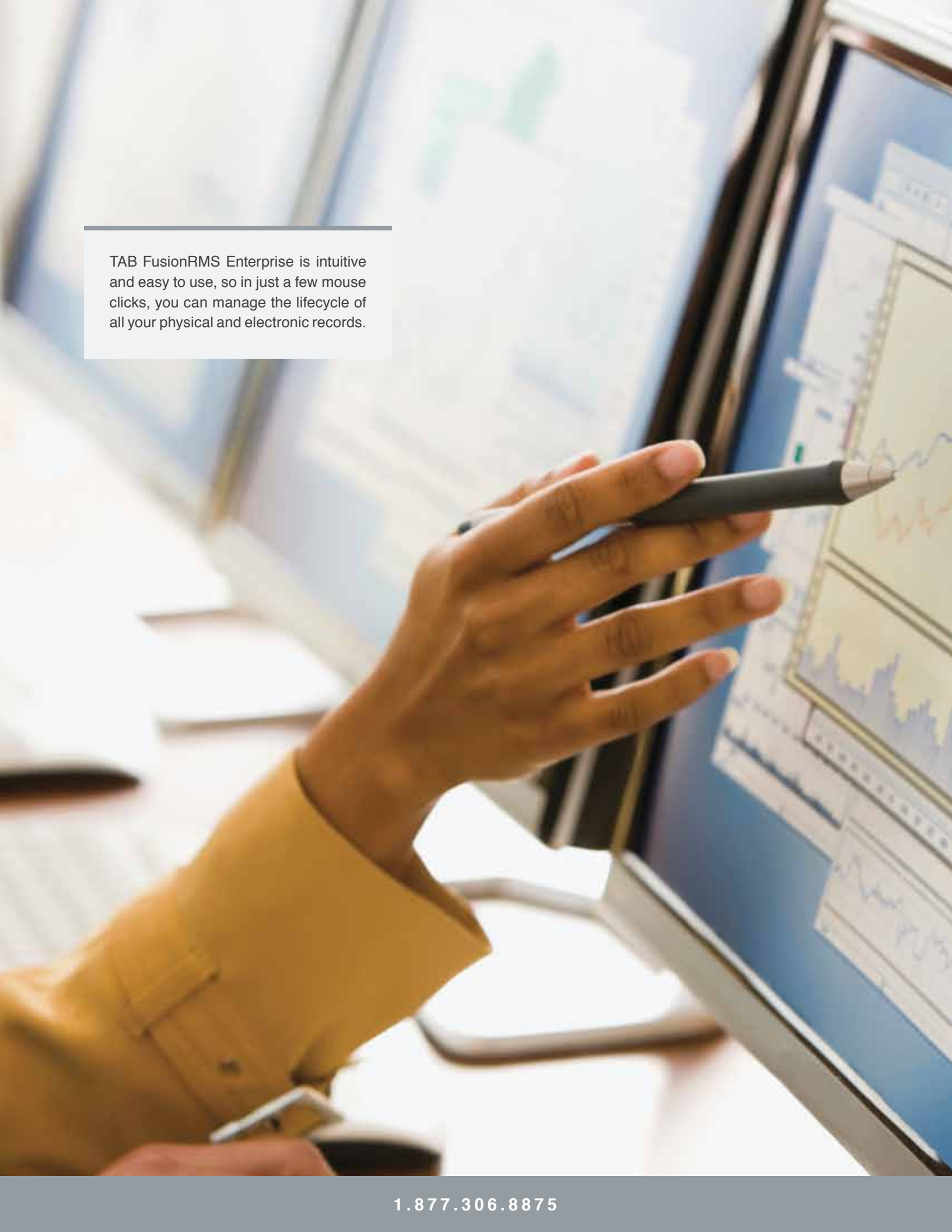
Organize and simplify the lifecycle management of records in any form

The urgency around capturing, managing and protecting corporate records is a serious business. New and changing laws, tightening industry regulations, and increased scrutiny has created an atmosphere where companies and agencies must approach the lifecycle management of their records more diligently than ever before, while the need for a proactive plan to address the management of all records has become a reality. For thousands of companies and government agencies trying to bring clarity to their recordkeeping, TAB FusionRMS Enterprise is the answer.

TAB FusionRMS Enterprise is the premier unified physical and electronic records management system. Designed to organize and simplify the lifecycle management of records in any form, regardless of the number of records you manage; TAB puts you in control.

Are you spending more than you need to?

For some companies, up to 90% of all boxes are eligible for destruction, but because retention schedules have not been followed, they're spending tens of thousands in unnecessary storage fees.

A close-up photograph of a person's hand, wearing a yellow jacket, holding a black stylus and pointing at a large computer monitor. The monitor displays several data visualization charts, including a line graph with a red trend line and a bar chart. The background is slightly blurred, showing other monitors and office equipment.

TAB FusionRMS Enterprise is intuitive and easy to use, so in just a few mouse clicks, you can manage the lifecycle of all your physical and electronic records.

Key Benefits

TAB FusionRMS Enterprise for Business and Government is easy to deploy, learn and use. Here's how it can help you:

Physical or Electronic.

TAB FusionRMS Enterprise delivers efficiency and accuracy to managing and tracking records in all forms—paper, physical and electronic. TAB unifies the entire spectrum of today's records management requirements into one comprehensive and easy-to-use system.

Improves Compliance / Mitigates Risks.

Efficiently manage your regulatory compliance and virtually eliminate the risks inherent in today's recordkeeping world.

- Have a clear view to all your records in one easy-to-**Manage** system. Track where records are and who has had record access over its lifecycle.
- **Audit** your system based on the needs of your environment.
- Provide variable levels of **Security** based on the sensitivity of any given record and the system user.
- Ease the ability to **Retrieve** records no matter how many records you track.
- **Retain** your records for as long or as little time as you need to.

Saves Time and Money.

TAB FusionRMS Enterprise is a complete solution designed to balance the needs of active records management and long-term records storage.

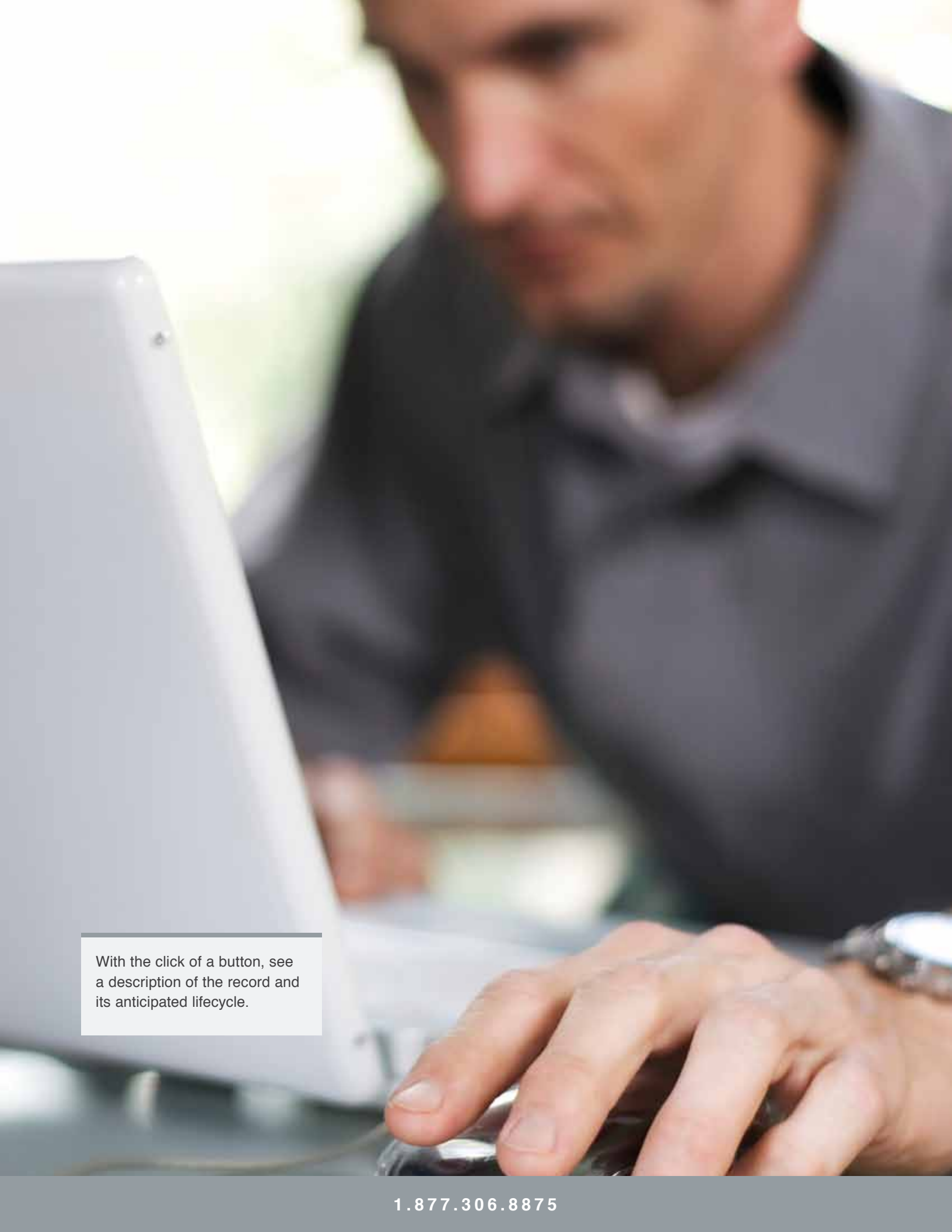
You'll reduce storage space costs with automated records retention functionality that delivers the flexibility to keep and track the documents that you can't throw away while delivering imaging and lifecycle management for records that are more transitory. This is an increasingly important benefit for environments that are looking for ways to reduce storage costs or become more waste conscious.

Unlimited Flexibility for your Team.

No one knows your records better than you. The TAB FusionRMS Enterprise system is designed to help support your team in meeting your most complex recordkeeping objectives. We offer the power and functionality you'd expect from the industry's leading solution paired with the flexibility to map to your company's processes and procedures. We partner with you to maximize the innovation, efficiency and accuracy of your records management resulting in lower costs and better service to internal and external customers.

Configurable and Scalable.

From single departments to the entire enterprise, no matter the size or number of locations of your organization, regardless of the number of records you track, TAB FusionRMS Enterprise can manage your system and grow with you.

A close-up, shallow depth-of-field photograph of a man in a grey button-down shirt working at a computer. He is looking down at his hands, which are resting on a computer mouse. The background is blurred, showing a bright, indoor setting. A white text box is overlaid on the lower-left side of the image.

With the click of a button, see
a description of the record and
its anticipated lifecycle.

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Rich Functionality

TAB FusionRMS Enterprise offers a spectrum of features designed to offer world-class performance for any business. Here are some of the key functions:

Consolidates all Records in a Single System

Records need to be tracked whatever their form. TAB simultaneously manages physical and electronic records in a single easy, efficient and accurate system.

Powerful Database

TAB's database can manage virtually any organization's physical and electronic records using the open industry standard types including MS SQL.

Simple to use

TAB's User Interface complies with standard Microsoft Windows, the industry's most popular format. This ensures a comfortable look and feel designed to make the product approachable for all skill levels.

Flexible and Configurable

Automated document routing capability that's configurable to your specific requirements paired with powerful centralized tools offer greater efficiency for database and retention setup specific to active and inactive records, complete with user settings and menu items based on security rights.

Bar Code Tracking

Uses the latest bar code tracking technology to instantly locate any paper record and provide a complete audit trail of its usage.

Security Features:

TAB offers a comprehensive and intuitive system designed to complement and respect the existing IT security conventions already in place.

Imaging

TAB FusionRMS support most industry-standard scanners, from desktop to high-speed production scanners, and the full range of image indexing, image controls, viewing and access technologies, to immediately reduce your file room and storage costs and provide remote access to any number of users.

Search Functionality

Full text search of electronic records designed to quickly take you to the documents you seek.

Modular

Compatible with TAB's most popular and best-selling vertical applications.

Reporting

The system offers various reporting options to provide overall feedback, compliance and audit information and granular views of your records management environment.

TAB offers Solutions for:

- Government agencies
- Educational institutions
- Health care providers, including hospitals, clinics and doctors' offices
- Law firms and legal departments
- Banking and Financial institutions
- Insurance companies
- Fortune 500 companies

...if you've got a record, TAB has the solution!

The Industry's Leading Solution Combined With the Industry's Best Service.

Our team of professional and accredited support and service personnel provide a complete suite of support services designed to help you implement at your pace. From accessible tech support, to developing completely customized solutions, the TAB team is ready to help you meet your goals.

Organize, Simplify

Imagine finding the solution designed to help you quickly and easily meet your needs. Imagine a complete support and training infrastructure standing by to help you meet your needs. Call TAB today to explore the ways we can bring your records management vision to reality.



CONTACT ONE OF OUR REPRESENTATIVES TODAY.

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