

InfoKeeper™

Online. On Demand.
Information Management
via the web.

Perhaps our most powerful and unique product, InfoKeeper™ is an Internet solution giving your clients total control and access to their database through a web server from anywhere in the world. Introduced in 1997, InfoKeeper™ was the first Internet-based software of its kind for the industry and continues to offer the most feature-rich product on the market. Currently supporting over 800 customers globally, InfoKeeper™ allows you to grow your business without adding administrative personnel and provides your customers with superior worldwide information management tools.

Here are a few of the performance features that continue to designate InfoKeeper™ and RECORDMAX as leaders in the industry.

Application/System Security

InfoKeeper™ utilizes a variety of tools to provide maximum security, such as 128-bit encryption, ensuring secure communication from the web site to the user's browser. Users are also required to pass through two login screens to gain access to data. Domain blocking and/or IP blocking is also in place, assuring InfoKeeper™ is only being accessed from within the organization, rather than an outside workstation. Users can also be limited to certain days of the week, and/or certain times of day, providing an added measure of security.

Automated processes

Client requests are generated via the web. Work and service orders are then created automatically at the records center, reducing chances for error and streamlining processes.

Centralized Database

Account information can be accessed and maintained from multiple sites around the globe via InfoKeeper's™ centralized database that interfaces with Visual Corporate Keeper, RECORDMAX's state-of-the-art records center software.

Client Driven

Clients are able to accomplish account management tasks such as data entry, as well as initiate requests for service. The result is fewer errors and faster service.



Cross-platform Capabilities

Because InfoKeeper™ is accessed via the web; it is easily reached from a Macintosh, PC or any other computer platform equipped with a web browser.

Customizable

Database structures and indexing attributes are designed specifically for your customers needs.

Feature-rich

From data entry to custom searches and queries to service requests, InfoKeeper™ offers users functionality and flexibility unmatched by similar software packages on the market.

Function Security

Users can only perform tasks assigned by the client administrator, assisting in the integrity of the database and account information.

Group Security

Groups, created and controlled by the client administrator, only have access to departmental information specific to that group, ensuring confidentiality.

Immediate Access

InfoKeeper™ offers your customers immediate access to and control of their vital account information.

Integrated Report Writer

With DataBank, our integrated report writer, users can create reports online for immediate viewing and printing from their workstations. No waiting for reports to be delivered from the records center.

Online & On-demand

With its easy-to-use browser interface, users can:

- Perform their own data entry, both at the box and file level.
- Request/retrieve boxes and files.
- Request pickups and returns.
- Create custom searches and queries using the integrate query builder (Boolean logic) and export results in seven different file formats for use on their PC.
- Process items for destruction.
- Process items for permanent withdrawal.
- Even order empty cartons!



These are just a few of the key features offered by InfoKeeper™. Contact us today for more info about how InfoKeeper™ and other technology solutions from RECORDMAX™ can work for you.

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