



Document Locator[®]

OFFICE AUTOMATION SUITE

**The easiest way to capture, store, and find
your paper documents**

Ideal for:

Invoices
HR Records
Medical Records
Contracts



+



Do you need an affordable, easy to use document management solution?



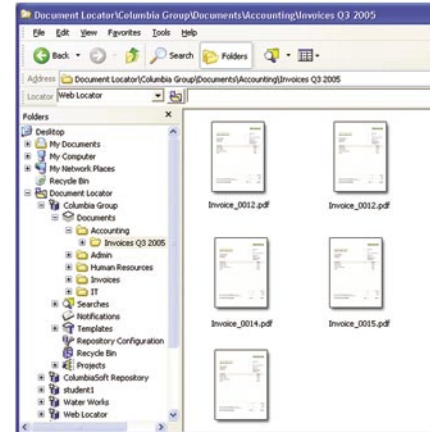
From paper mess to digital bliss

Document Locator and eCopy have teamed up to bring you a total office automation suite that's both easy to use and affordable to own.



eCopy

eCopy enables you to extend the capabilities of your digital copier or scanner to be a bridge between paper and digital workflows, seamlessly integrating with other critical business applications such as Document Locator.



Document Locator

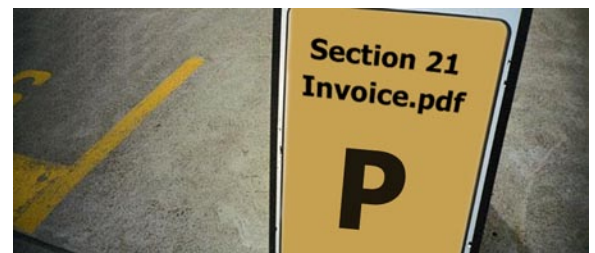
Document Locator is a powerful document management solution that can automatically name, profile and full text index documents as they are scanned into the system using eCopy. Search for the document you need in seconds using Windows Explorer or any Web browser.

eCopy + Document Locator

eCopy is the clear and simple route to capturing your paper documents and integrating them with applications. Document Locator stores document images in folders within a secure digital repository. Documents in the repository are strictly controlled through user group privileges, security and auditing. Electronic notifications and approvals speed up document review and processing.

A Simple Analogy

An easy way to think about Document Locator's integration with eCopy is to imagine eCopy as the "on-ramp" that moves your paper documents onto a digital workflow. Document Locator acts like a secure "parking structure," storing your digital documents from eCopy and indexing them so you can instantly find any document when you need it.





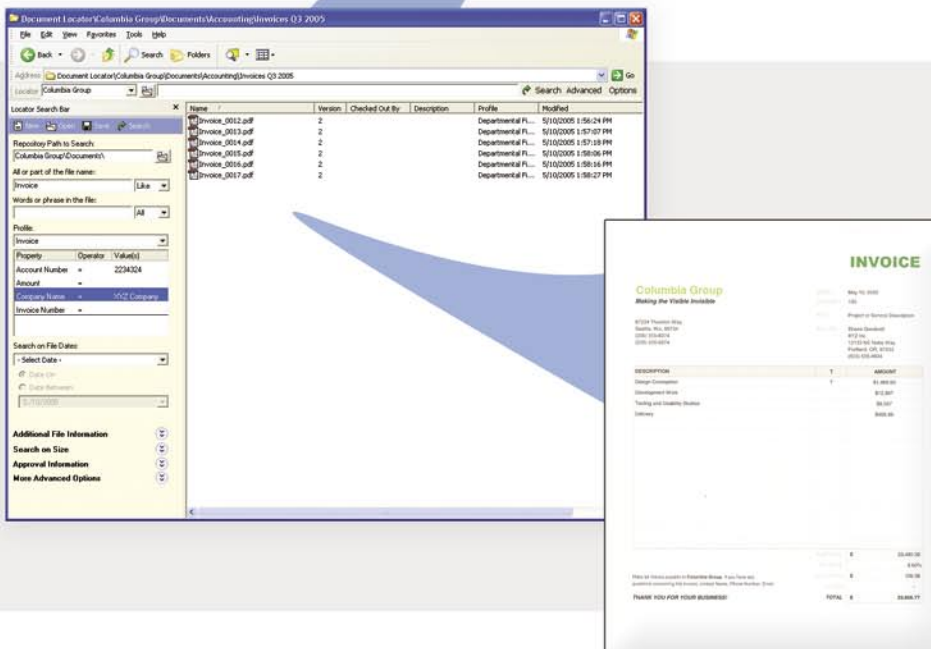
Step 1

Put your document(s) in your MFP Feeder and select Document Locator on the eCopy touch screen interface.



Step 2

Use eCopy's intuitive user interface to point and send your document(s) to a folder in Document Locator. eCopy's integration with Document Locator enables automatic full-text indexing so users can search for specific content.



Step 3

Use Windows Explorer or your web browser to find documents in seconds. Document Locator's intuitive search panel is easy to use. You can even save your search criteria for fast searches the next time.

Put it to work for you, no matter what business you're in.

ACCOUNTING



Invoices



Purchase Orders



Checks

HR



Resumes



Employee
Records



Compliance

LAW OFFICES



Contracts



Wills



Discovery

MEDICAL OFFICES



Insurance



Patient Records



Accounting

PROPERTY MANAGEMENT



Leases



Site Surveys



Appraisals

**Find the documents you
need in seconds!**

For more information

Call: 1-800-298-1172

or visit our website at
www.documentlocator.com

 **Document Locator**[®]