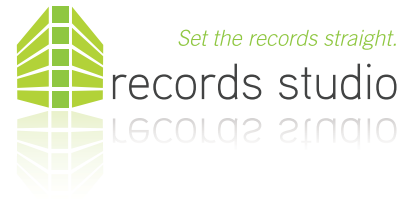


managing records management



Records Studio is a powerful content management system that enables organizations of any size or any industry to consolidate their physical and electronic records – including emails – into one, easy-to-use program. This revolutionary software is flexible, customizable, and compliant. It manages an unlimited amount of data—in a single, highly-secure repository—yet provides for convenient retrieval by access-approved individuals from anywhere in the world.

It's just that simple. Since Records Studio uses the familiar Microsoft Office-style user interface, new users quickly embrace the system. Plus, it seamlessly integrates with all Microsoft Office applications. Bottom line, Records Studio does it all. The capabilities and functionality are so extensive, it has everything any company may need including:

- Accounting
 - Archiving
 - Automated indexing
 - Bar-coding
 - Customized reporting
 - Digital imaging
 - Document Control
 - E-mail
 - EDM (Electronic Document Management)
 - International weight/measurement/date and time calculations
 - Microsoft Office and Internet Explorer applications integration
 - Pocket PC capabilities
 - RFID real time scanner communications
 - Scheduling
 - Tracking
- just to name a few...*

Compatible & Flexible

Records Studio is customizable, easily integrates with a company's existing hardware, software, and records management architecture, and seamlessly expands as the company grows.

Superior Technology

This single application has everything you need; Records Studio is *the* comprehensive, highly secure, electronic records management system that does it all – on a local, regional, national or global scale.

Compliance

Regulatory requirements at all levels – municipal, state, federal, and international – are not only easy to continually sustain, it easily incorporates new regulations as they are imposed.

Improved Efficiency

Records Studio's unparalleled functionality integrates and simplifies a company's records management system, making your job much easier.

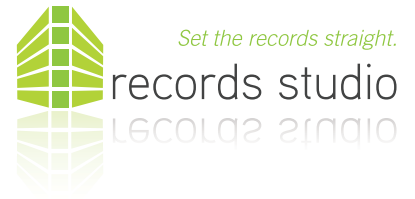
Cost Efficient

Start-up costs are very reasonable. Choose only the modules you need. The amazingly user-friendly interface, ease of use, advanced features, and ability to be quickly customized, guarantees a lower overall ownership cost.

Finally, a comprehensive tool that makes managing records management easy. For everyone.



more than a software system



Along with Records Studio, comes our extensive support system. WareITis provides a full-spectrum of services to assure that your company takes full advantage of all of Records Studio's capabilities. The combination of this complete content management system and our helpful, always-available professionals is a win-win for all. Some of our services include:

Consulting

Our knowledgeable staff will work with you to analyze your existing system then develop the most efficient, customized system that you could ever hope to have.

Digital Conversion Scanning

Offsite scanning, indexing and scaling of physical documents of all sizes, converting them into the digital format that your company needs.

Electronic Document Management

Develop customized strategies that best manage the capture, storage, security, revision/version control, retrieval and distribution, as well as preservation of records, documents and content.

E-mail Content Management

Managing and retaining corporate e-mail has become a significant challenge. That is why we have developed a state-of-the-art module strictly for this purpose.

Implementation

Total support—from beginning to end—assuring a smooth transition and successful integration of Records Studio into your organization.

Records and Information Management Consulting

We will help you develop the most efficient means to manage your records, data, and operational processes – customized to exactly what you need.

Training and Support

Continuous support—from the planning stage through implementation —with ongoing software updates, training and support of your customizable Records Studio content management system.

Hosted Records Management

WareITis hosts both the Records Studio application and all of your data providing your organization with a comprehensive and reliable hosted software service; we will assure that you will always have a smooth-running content management system, plus we have unlimited, highly-secure database capacity to store digital content of all sizes, so your company will never run out of data storage space, or suffer down-time due to software or server upgrades..

Workflow

Provide assistance with refining internal processes and activities to create the most efficient workflow to comply with industry regulations, establish Best Practices procedures, and mitigate risk.

Basically, the skilled WareITis staff is always available to help you and your company achieve your goals; help you have the most competent, complete, resourceful system possible; and, of course, maximize the capabilities of your customized Records Studio complete content management system.

you have specific needs,
we have specific
solutions



Set the records straight.

records studio
L6COLQ2 2INDIO

The beauty of Records Studio is that it is so customizable and flexible that it can easily accommodate the specific needs of any industry. Every industry and every company needs to have a content management system that has just the right functions to meet their everyday operational needs. Unlike other available options, Records Studio is not a cookie-cutter type of system where an organization needs to conform to the new software system, or is developed for just one specific industry. On the contrary, Records Studio conforms to what the industry or the company needs, which is the way it should be.

Because of this flexibility, the WareTis staff has direct experience with a vast array of industries, which enables us to build just the right Records Studio content management system to meet your company's specific requirements. Here are some of the industries with which WareTis has experience and where Records Studio can be a valuable tool:

Aeronautics/Aerospace
Arts & Entertainment
Construction & Engineering
E-commerce
Education
Energy
Financial

Government
Hospitality & Food Service
Insurance
Legal
Manufacturing
Medical
Non-Profit

Pharmaceutical
Publishing
Real Estate
Retail/Wholesale
Telecommunications/Cable/Internet
Transportation/Logistics
Warehousing

Because of the diversity and flexibility of the Records Studio system, it is especially beneficial for multi-industry, as well as multinational, corporations. All industries, ranging from small retail establishments to global multi-industry corporations can benefit from the capabilities that an owner, fully-customizable Records Studio content management system can provide.

wareTis
technologies