Getting started just got easier.

Even the smallest business units need help managing an ever growing volume of documents. MaxxDocs makes storing, managing and accessing documents easier than ever.

Timely, useful information is the key to success in any industry. Information that enters your organization can come in a variety of formats and from many sources. Attorneys, for instance, generally have case files with a mixture of electronic files and paper documents which are difficult and costly to manage and store. MaxxDocs is a cost-conscious solution that makes getting control over the ever growing document pile easier and more efficient than ever before.

Starting with up to 10 named users, MaxxDocs is an economical way to get started with a document management initiative. Because having a document management system in place can provide so many benefits, starting now provides immediate efficiency and cost savings. Simple to set up, andminister and use, MaxxDocs is the ideal starting point for executing a budget-conscious, time-saving, and effective document management solution.

With the release of MaxxDocs 6.0, users now have the choice of using the classic Windows desktop interface or the new browser client, depending on their preference. Adding a powerful browser interface for accessing documents makes MaxxDocs the perfect solution for any company just getting started with their document management journey.

Capture documents from virtually any source, including: Multi-Function Peripherals (MFPs), TWAIN and Kofax scanners, network folders, and drag-and-drop. Documents may be sent from any application using the "Print to MaxxDocs" feature. Upon import, documents are indexed for fast retrieval. With the user-friendly application administration tool, it is easy to create index forms for each document type to match the search requirements of your users. MaxxDocs also makes the indexing process even simpler by automatically reading index values from barcodes or by capturing the original electronic file name. MaxxDocs 6.0 also includes OCRVault Level 1 for all desktop users.

Documents in MaxxDocs are secure from prying eyes via user password. With the click of a button, assign each user or group of users a range of different roles, from "View Only" to full document markup. If there is ever a question about edits or changes, each document stores complete user access history.

FEATURES:

Document Capture: Capture documents from virtually anywhere: MFPs, TWAIN scanners, Kofax scanners, Kodak Capture Pro, drag-and-drop, file import, scheduled import from folder, print to MaxxDocs, barcode document bursting.

Document Name Indexing: Capture multiple index values directly from the document name.

Document Index: Thousands of available index fields, index forms, and folders; barcode capture, file name capture, drop down lists, calendar tool, customizable folder views.

Improved Annotations: Redaction, text box, Bates Numbering, highlight, free-hand draw, line draw, zoom in and out. Desktop users now have custom stamps.

User Interface: Windows Client: Customizable tool bars and color themes, auto-launch to native viewer, print or email directly from MaxxDocs.

Security: Multiple Database support, group-level security, user-level security, folder access security, secure index searching, and document history record.

Search: Search document via index values, partial index search, and customizable search interface to search just one or multiple fields.

BENEFITS:
- Improve productivity
- Collaboration
- Reduce the cost of paper storage
- Reduce copying and printing costs
- Reduce shipping costs
- Improve customer service
- Greater document security
- Improve record keeping
- Business continuity
- Regulatory compliance
- "Green" technology
- Simultaneous access to documents by multiple users

Full-Text Search and OCR: Using OCRVault Level 1, scanned documents may be found by searching document content. Using phrases, words or parts of words, all of the words in every stored document is examined to find documents based on information that may not appear in index fields.

MaxxEditor: (Optional Purchase and Services) Document collaboration tool with advanced editing features for images and PDFs. Edit documents within MaxxDocs or another application and store them in the MaxxDocs system. Named user license needed per desktop.

Administration: Simple menus, easy configuration, point and click interface. SQL Express 2008/2012 or SQL 2008/2012 Server. MaxxDocs supports Windows Server 2008 R2, Windows Server 2012, Windows 2014, Windows 7 Pro and Windows 8 Pro.

QuickBooks Integration: (Optional Purchase and Services) Seamless integration with QuickBooks 2013 and 2014 (Windows) and QuickBooks Online. Release date for this is Q1 2015.

Easy Upgrade Path: If you ever outgrow MaxxDocs or need advanced features like workflow, e-forms or electronic signatures, upgrading to MaxxVault Enterprise or MaxxCloud is as simple as 1-2-3.

MaxxDocs Products and Annual Support			
MaxxDocs Server - Up to 10 named users, no limit to number documents that can be stored in the repository. Level 1 OCRVault and Private Web Server. Includes first year of subscription and 2 hours of remote support.	$1500	Annual Support Base System Total support time not to exceed 3 hours per annual contract, includes access to software updates and patches. SLA next business day. Additional block of 3 support hours available at a discounted rate of $300.00/block.	$525
Additional named users (per user)	$150	Quick Start Installation Services (4 hours)	$500
MaxxConnect for MaxxDocs (per MFP)	$250	Support per hour without contract. Minimum 1 hour	$175
OCRVault Level 2 (per named user)	$150		