



CATXpress is a
product of AINS, Inc.
Please call: (301) 670-2300



- Enterprise Correspondence Management
- Web-Based COTS Solution
- Records Management / 5015.2
- Workflow w/ Graphical Interface
- Runs on Oracle or MS SQL Server
- Hundreds of Custom Fields
- Full Text Search
- Version Control
- Document Imaging
- Text, TIFF, JPEG, PDF
- All MS Office Formats
- Built-in & Ad Hoc Reports
- Productivity Statistics
- Multi-level Security
- Integrated Email
- Audit Trail
- Electronic Folders & Files

The Premier COTS Solution for Enterprise Correspondence Management

CATXpress is designed to meet all of your correspondence tracking and workflow needs. CATXpress serves as an interface between you, members of your organization and all of your correspondents. Electronic folders with flexible workflows that suit your organization's business processes allow you to assign and route documents throughout your organization.

Track & Monitor the Correspondence Process

You can track the entire correspondence lifecycle from when it is logged into the system, throughout processing and close-out. CATXpress standard reports track all pending, overdue and completed actions. The integral ad hoc reports facility allows action managers to customize their criteria for special reporting requirements.

Automated Correspondence Workflow

You can configure the workflow model for different routing chains based on the type, sensitivity and security of the incoming correspondence. The folder is automatically moved to each person's inbox in the routing chain. The workflow supports conditional routing to accommodate decision logic and approvals. Automatic email notifications alert the action officers when new tasks appear in their inbox.

Set Up Predefined Workflows with EMC/ Documentum Workflow

Correspondence control system procedures for different types of correspondences workflows can be defined into the system. So when a correspondence workflow starts only the action officers need to be assigned and the work items are automatically routed by the system.

Customize your database by adding your specific text, date and numeric fields to suit your organization's needs: Set up security based on the user's role, including restrictions at the database, system, folder and document privilege levels.

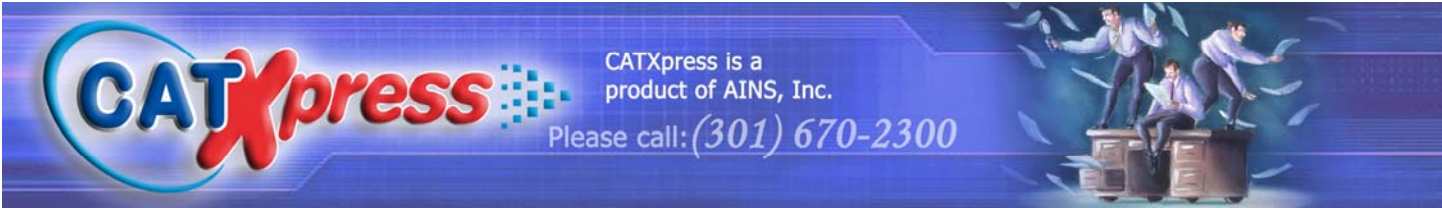
With CATXpress You will:

- Save Work – Time – Money
- Reduce Paperwork
- Generate DOJ reports in seconds vs. weeks
- Simplify tracking and monitoring correspondence
- Save time searching for documents
- Reduce redundant entries
- Improve document/content security and control
- Customize your workflows
- Send auto e-mail notices when folders are forwarded
- Be 5015.2 Compliant



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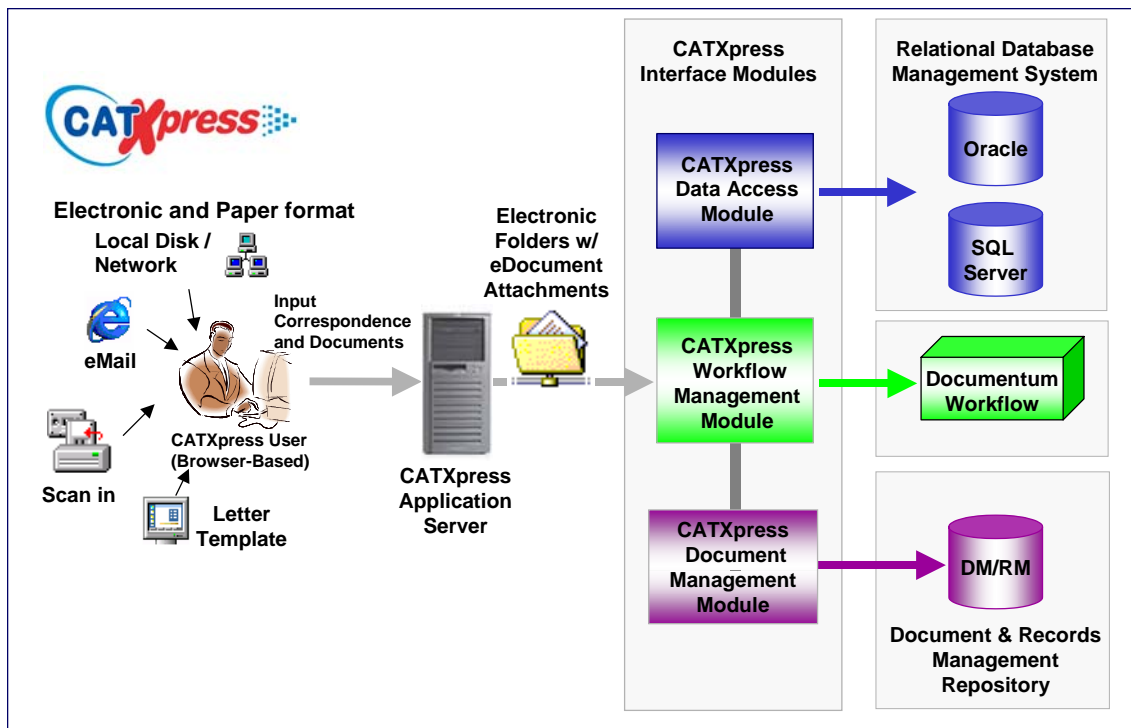
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The Premier COTS Solution for Enterprise Correspondence Management, from AINS, Inc.

Open, Flexible Architecture

CATXpress has the open architecture you need at all stages and levels, from startup through expansion to departments and full enterprise operations. CATXpress harnesses Documentum workflow and records management; and it runs on Oracle or MS SQL Server. Correspondence and documents may be input from all common modalities, with case materials integrated into electronic folders and electronic document attachments.



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