

TrakRecord® Unlimited Overview

DTS's TrakRecord® Unlimited automates the most critical functions of the Recorder's Office with a flexible workflow designed to speed up the day to day processes. The system includes e-filing, cashiering, scanning, indexing and public viewing processes.

The Cloud Computing based design of the TrakRecord® Unlimited system provides the flexibility to accommodate the unique operational requirements that may vary from one recorder's office to another. The layered design offers easy customization of the user interface while not changing any application code. The application can be installed in your office, data center or any Cloud Computing provider. Need to open a remote office or allow work to be done out of the office? No problem. All you need is an internet connection and a workstation. Also all reports are available from any internet connected device, Smartphone, Tablet, etc.

The New TrakRecord® Unlimited is functionally rich, boasting many cutting-edge features:

- Cloud Computing or Premise based
- Web Interface
- E-Filing capability
- Single log-on for all applications
- Automates receipt, scanning, indexing and quality checking documents
- Centralized document repository
- Integrated Cash Management
- Satellite Office capabilities
- Easy user interface customization
- Sophisticated and intuitive search capabilities
- Solution to the "Race to the Counter"
- Improved reporting and analysis
- Scanning of documents can be done at anytime
- Integrates legacy database, paper and microfilm/fiche
- Full System Auditing
- Built-In Rejection Feature
- Optional Hyland OnBase Content Management Integration

Contact DTS for additional information on the New TrakRecord® Unlimited or to find out how DTS can assist you.

Functional Overview

❖ Cashiering

- Full index at cashiering option
- Automatic calculation of fees
- Barcode label or branding with no labels

❖ Scanning

- Scan documents at multiple points within the process
- Flexible page manipulation/ordering
- Scan quality flags
- Multiple image file types supported
- Manual redaction
- Auto-redaction option

❖ Data Entry

- Flexible Dynamic index fields
- Editing & error correction
- Flexible Image placement (including dual monitors)

❖ Quality Assurance

- Review accuracy of index data
- On screen verification of changes
- Audit trail for all error corrections & changes

❖ Administration & Reporting

- Over 30 standard reports
- Extensive ad hoc capabilities
- User manageable tables

❖ Public Access

- Extensive search capabilities of both new & old documents
- Internet / intranet enabled
- User Friendly

❖ e-Filing

- Direct integration with Data Entry
- Electronic funds transfer
- Escrow enabled
- Electronic signatures
- Supports national 3rd party e-filing companies