



GigaTrak® Document Tracking System

The GigaTrak® Document Tracking System (DTS) is a flexible solution for nearly any organization that needs to track documents and materials assigned to a person or location. With a low cost of ownership, your return-on-investment is just a matter of weeks away! Know where your documents are and retrieve them quickly when necessary!



All insurance firms, law offices, government agencies, corporations, and many others can benefit from knowing where important documents are located. The challenge is making it easy to record when items are moved. Our GigaTrak® Document Tracking System uses barcodes to identify employees, locations, and material items keeping costs low yet accuracy high. The user simply scans the employee ID or location ID and then each document being assigned. Documents can then be located quickly with a full chain of custody report available. Simple, effective, and quick to implement!

- Setup each Employee with an ID to transfer and receive documents
- Create Locations where materials can be located
- Print barcodes for Locations and Employees
- Use a mobile Handheld or Web Portal to scan document transfers performed
- Download Inspection data to the host system and generate reports

The GigaTrak® Document Tracking System can help you track where your documents and material items are quickly and easily! Call 877-204-9237 for more information!

GigaTrak® Document Tracking System

Every organization has documents and materials that must be tracked until you no longer need the items. Our Document Tracking System gives you advanced flexibility within a simple easy-to-use solution!

Both the Location Type and Item Type functions allow you to create any structure that matches how you run your business. Documents are then created, barcode labels printed, applied, and transferred to a location or employee! A complete chain-of-custody History is then maintained.

No practical limits to the options you may need!

How Do I Transfer Items?

- Scan the Employee or Location ID where the documents are located
- Scan your document barcodes and material item barcodes

It could not be much easier!

Item	Barcode	Created Date	Employee	Location	Status
Hatfield vs. McCoy	MTR001	12/10/2013 3:25:49 PM	Doe, Mary		
Hatfield Lawsuit	LBR001	12/10/2013 3:26:32 PM	Doe, Mary		
Hatfield Court Filing	CDS001	12/10/2013 3:27:37 PM	Doe, Mary		
McCoy Suit	LBR003	3/10/2014 10:33:14 AM	Doe, Mary		
Bonnie vs Clyde	MTR002	12/10/2013 3:28:38 PM	Doe, Mary	Drawer B	
Bonnie Lawsuit	LBR002	12/10/2013 3:29:24 PM		Drawer B	
Bonnie Court Filing	CDS002	12/10/2013 3:50:41 PM		Drawer B	
Smith & Wesson	EVD001	3/10/2014 8:39:16 AM	Doe, Mary	Office 101	
Long Rifle Ser# 1234	PHE001	3/10/2014 8:40:46 AM		Drawer A	

Employee	Date / Time	Action	From	To
ADMINUSER, ADMIN	3/21/2014 10:35:57 AM	Item Transferred	Smith, John	Doe, M
ADMINUSER, ADMIN	3/10/2014 10:17:06 AM	Item Transferred	Drawer A	Smith,
ADMINUSER, ADMIN	3/10/2014 9:41:52 AM	Item Transferred	Office 105	Drawe
ADMINUSER, ADMIN	3/10/2014 9:39:38 AM	Item Transferred	Drawer A	Office
ADMINUSER, ADMIN	12/11/2013 9:03:15 AM	Item Transferred	Office 105	Drawe
ADMINUSER, ADMIN	12/11/2013 8:59:51 AM	Item Transferred	Smith, John	Office
ADMINUSER, ADMIN	12/10/2013 3:26:32 PM	New Item Added		

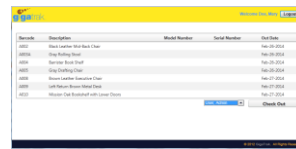
What Options are Available to Transfer Items?



Desktop Computer



Mobile Handheld Computer



Web User Interface/Mobile App

What GigaTrak provides!

- GigaTrak can provide a complete turnkey solution. All software and hardware systems are available.
- Our Document Tracking System software utilizes SQL Server as our core database.
- We standardize on industrial Windows Mobile™ handheld computer systems for durability and performance.
- Use our integral Barcode Label Designer to create your own document labels and print on demand!

We Make it Easy!

- Simple installation on any Windows 7 or later computer system and network with either an Access or SQL Server database.
- Systems bundles have everything that you need including Software, hardware, labels, and more!
- Customization options available both now and at any time in the future to meet your specific requirements.
- Technical Support and Training options. We support everything you purchase from GigaTrak!



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