



CONFIDENCE

Secure your business:

INFORMATION CAPTURE

Content enters an organization in many ways; paper, e-mail, system-to-system transactions, spreadsheets, paper and electronic forms, even text messages.

MaxxVault features built-in components to capture, scan, receive or integrate with any content-producing system.

INFORMATION MANAGEMENT

Manage the creation, revision, approval, processing and consumption of documents more efficiently.

STORAGE AND PRESERVATION

Your company content is secured in the same disaster-resistant data center housing your network, backed up and archived to ensure business viability.

DISSEMINATION

Powerful search and retrieval is achieved via strong indexing, taxonomy and repository services. Locating information on MaxxVault couldn't be easier.

COMPLIANCE

Ensure your content is captured, stored, managed and disposed of following proper business practices.

Unleash Your Full Potential as a Business with **MaxxVault ASP**

How does your company access critical business data and applications? With a traditional in-house legacy system? Can you access your information quickly, efficiently and get what you need the first time? A more secure and advanced method is **MaxxVault ASP**[®], where your document management applications and data are hosted in a world-class data center at CNS and accessed via secure connections over the Internet.

MaxxVault ASP decentralizes access to centralized data and documents. Accessing applications and services via MaxxVault ASP reduces dependence on installation and maintenance of applications and data on every PC or server at every business location. With MaxxVault ASP, data back-ups, software upgrades, and general IT maintenance is done on a continual basis. MaxxVault ASP supports fast, efficient, simultaneous communications between companies and individuals at multiple locations.

CNS employs a staff of seasoned IT professionals that maintain and upgrade the MaxxVault system on a continual basis for

you so you have access to applications and your private data any time, from anywhere.

Partnering with CNS provides an alternative for smaller companies with low IT budgets, as well as larger companies wishing to outsource some or all of their IT needs. In either case, companies are able to focus on core competencies by outsourcing this non-core area. There is no need to worry about growing your business beyond the capabilities of your business system as MaxxVault supports virtually unlimited growth. Unlike legacy systems, there is no need for additional expensive on-site equipment. You don't need to add expensive servers, software and IT resources. Unleash your business with **MaxxVault ASP**.



intelligent document management

Maxx-imize your business processes quickly and easily! **MaxxVault Enterprise**® exploits your hosted IT network for maximum effect by providing robust document management capabilities like remote scanning, business process automation, secure electronic document storage and archiving, digital asset control, and streamlining your line of business applications by allowing multiple users to access the same document or record. MaxxVault is designed for quick deployment and unlimited expansion as your IT infrastructure and business grow.

Document Creation and Capture

- Scan station or MFP
- E-mail
- Fax Server
- Word Processor
- E-Form
- Printstream
- Line of Business Application
- COLD / ERM

Indexing and Taxonomy

- Zone and Full Text OCR / ICR / OMR
- OCR / ICR / OMR Verification
- Barcode reading
- Form Processing

Maintain and Use

- Rules and Authorization
- Document Routing
- Search and Retrieve
- Manipulate, Annotate and Redact
- Version Control
- Digital Signatures
- Workflow

Retain and Store

- Regulatory Compliance
- Disaster Recovery
- Business Continuity
- Object Re-use
- Knowledge Retention
- Records Disposition

Distribute

- Package
- Reporting
- Audit Trail
- Business Applications
- Remote Access

intelligent choice



“We find CNS to be very responsive to our needs. We are able to call someone right away and resolve issues quickly. The IT Professionals at CNS care about their clients and take pride in what they do, plus there is a genuine desire to make every one of our dollars count.”

— Bernard Matthews,
Fordham Law

