FingerTips 8

capture
access
manage
collaborate

going paperless
just got **easier**

Effective Technologies for Business Success

FingerTips is a powerful business application that builds document databases on low-cost network storage and provides a variety of retrieval and output options. It is ideal for managing large volumes of information and includes all the advance functions required in a powerful document and workflow management system.

Fully Web Based Application

User doesn't need to install software's to client machine anymore. Fingertips 8 now can be accessed from anywhere, anytime & securely using any internet browsers.

DRAG & DROP FILES

PDF

JPG

MONITORING FOLDERS

CAPTURING

CAPTURE & MANAGE

SECURITY

ACCESS & VIEW

SEARCHING

VIEWING

iOS

PROFILING & REPORTING

COLLABORATE & INTEGRATE

SHARING

FINGERTIPS WORKFLOW

Rejected

Status?

Approved

End

Key Features of FingerTips

1. Simple & Familiar User Interface

2. Customizable Index Fields For Easy Retrieval
- Create index by cabinets
- Range of index types from text to list
- Inherit index from other cabinets
- Reorganize index using drag and drop function

3. Total Control Over Access Rights
- Control access to cabinets
- Grant permission to specified folders
- Restrict access to confidential files

4. Search is Quick & Easy
- Keyword search across cabinet and index
- Full-text search
- Search by file parameters
- Frequent searches can be saved as templates

5. Control Document with Versioning
- Create document version
- Support minor and major version
- Check out feature to lock documents

6. Personalize your Favorites
- Create favorite easily
- Access favorite document quickly

7. Document Tags
- Easily create document tags to group documents
- Share tags to system users

8. Dynamic Reporting
- Ability to create dynamic report
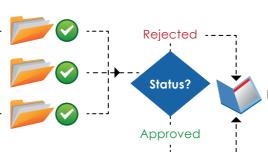- User definable fields
- Manage rights to report creation

Benefits of FingerTips

Time Saving & Increased Productivity:

All information and data, documents and files required by every individual are now available right at your table, without walking around looking for it.

Reduce Cost Of Storing Paper:

The annual cost to store legacy documents can be reduced by storing at cheaper locations, or in the case of some industries, eliminated completely.

Storage Protection:

All kinds of electronic data can easily be stored offsite so that important information will not be lost or damage.

Eliminate Human Filing Mistakes:

FingerTips allows users to find any document in your organisation instantly - without leaving their desks.

Increased Access To Information:

Documents can be shared with co-workers throughout the network or internet, thus allowing them to route and process documents instantly, effectively and cheaply.

Empower Your Organization:

Staff may come and go, or be on leave, but your business does not grind to a halt. Every one will still have access to all the documents they need to perform their functions.

Bring Out The Best In Your Staff:

Impressive increases in production can be handled by the current staff because of much higher efficiency.

Benefits To The Organization:

These include much higher staff morale and an improved perception of the organisation as efficient and well managed, by both employees and customers.

WHY FINGERTIPS

Maximum Security:

FingerTips 8 protects you against data loss, system failure and unauthorized document access.

Complete Scalability:

You can use FingerTips 8 on a notebook, in a company network, via the web, in the cloud, or take it along with a smartphone or tablet.

Flexible Integration:

The integration of FingerTips 8 with your business applications is ultra simple. Customize it with a menu-driven configuration or software developer kit.

Future Proof:

Keep pace with the changing world of technology via browsers, mobile apps and the cloud. Secure your investment for the future.

SYSTEM REQUIREMENTS

SERVER REQUIREMENTS :

1. Microsoft .NET framework 4.0 or later
2. Internet Information Services (IIS) 7.0 or later
3. Microsoft Internet Explorer 9 or later
4. MS SQL Server 2008 R2 Express (included in FingerTips installer) or MS SQL Server 2008 R2 and above

5. **Server Operating System Requirements :**
   - Microsoft Windows 7 PRO & Ultimate SP1 (32bit / 64bit)
   - Microsoft Windows Server 2008 Standard & Enterprise SP2 (32 bit / 64 bit)
   - Microsoft Windows Server 2008 R2 SP1 Standard & Enterprise (64bit)
   - Windows Server 2012 Standard & Enterprise (64 bit)

6. **Minimum Server Hardware Requirements :**
   - INTEL i3 or above
   - 5GB Hard disk space (software installation)
   - 4GB RAM minimum or higher
   - DVD-ROM Drive
   - Central Data Storage eg. dedicated Hard-Disk (eg 500GB) or Network Attached Storage (NAS with iSCSI)

7. **Ports and Exceptions :**
   a). 80 - IIS   b). 1433 - SQL Server   c).1434 - SQL Browser

8. **If using Embedded Solution (OpenAPI via MFP) :**
   - Color Panel supporting Open API version 2 and above
   - MFP with Hard Disk
   - FileZilla Server (included in installation kit)

9. **FingerTips 8 Clients is fully web-based and uses any of the following browsers :**
   - Internet Explorer 8 and above   • Google Chrome   • Firefox
   - Opera   • Safari

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