

# InfoKeeper™

Online. On demand.  
Information management  
via the web.

Perhaps our most powerful and unique product, InfoKeeper™ is an Internet solution giving your clients total control and access to their database through a web server from anywhere in the world. Introduced in 1997, InfoKeeper was the first Internet-based software of its kind for the industry and continues to offer the most feature-rich product on the market. Currently supporting over 800 customers globally, InfoKeeper™ allows you to grow your business without adding administrative personnel and provides your customers with superior worldwide information management tools.

**Here are a few of the performance features that continue to designate InfoKeeper™ and ASI as leaders in the industry.**

### **Application/System Security**

InfoKeeper™ utilizes a variety of tools to provide maximum security, such as 128-bit encryption, ensuring secure communication from the web site to the user's browser. Users are also required to pass through two login screens to gain access to data. Domain blocking and/or IP blocking is also in place, assuring InfoKeeper™ is only being accessed from within the organization, rather than an outside workstation. Users can also be limited to certain days of the week, and/or certain times of day, providing an added measure of security.

### **Automated processes**

Client requests are generated via the web. Work and service orders are then created automatically at the records center, reducing chances for error and streamlining processes.

### **Centralized Database**

Account information can be accessed and maintained from multiple sites around the globe via InfoKeeper's™ centralized database that interfaces with Visual Corporate Keeper, ASI's state-of-the-art records center software.

### **Client Driven**

Clients are able to accomplish account management tasks such as data entry, as well as initiate requests for service. The result is fewer errors and faster service.



### **Cross-platform Capabilities**

Because InfoKeeper™ is accessed via the web; it is easily reached from a Macintosh, PC or any other computer platform equipped with a web browser.

### **Customizable**

Database structures and indexing attributes are designed specifically for your customer's needs.

### **Feature-rich**

From data entry to custom searches and queries to service requests, InfoKeeper™ offers users functionality and flexibility unmatched by similar software packages on the market.

### **Function Security**

Users can only perform tasks assigned by the client administrator, assisting in the integrity of the database and account information.

### **Group Security**

Groups, created and controlled by the client administrator, only have access to departmental information specific to that group, ensuring confidentiality.

### **Immediate Access**

InfoKeeper™ offers your customers immediate access to and control of their vital account information.

### **Integrated Report Writer**

With DataBank, our integrated report writer, users can create reports online for immediate viewing and printing from their workstations. No waiting for reports to be delivered from the records center.

### **Online & On-demand**

With its easy-to-use browser interface, users can:

- Perform their own data entry, both at the box and file level.
- Request/retrieve boxes and files.
- Request pickups and returns.
- Create custom searches and queries using the integrate query builder (Boolean logic) and export results in seven different file formats for use on their PC.
- Process items for destruction.
- Process items for permanent withdrawal.
- Even order empty cartons!



**These are just a few of the key features offered by Visual Corporate Keeper®. Contact us today for more information about how Visual Corporate Keeper® and our full family of proven ASI information management software solutions can work for you.**

800-807-2093

sales@andrewssoftware.com