Equitrac Professional

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▸ Total cost recovery for all expenses and disbursements

▸ Centralized server with fully automated operation

▸ Easy to use desktop access for all users

▸ Complete integration with billing systems

▫ Capture more expenses more often to increase revenue

▫ Easy to deploy with low administrative overhead

▫ Improve user and administrator productivity

▫ Recover scanning and printing costs that displace copier revenue
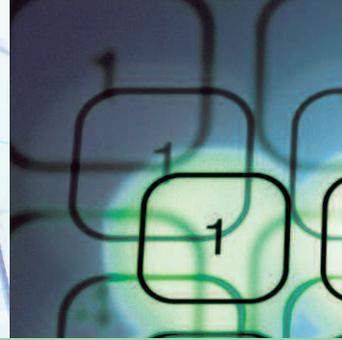
The Premier Solution for Cost Recovery

Managing expenses and maximizing profits - these are key elements to the success of any business. Professional firms face unique challenges. Not only do they need to account for billable time and office overhead, they also need to concern themselves with recovering costs incurred on behalf of their clients.

Equitrac Professional is a complete cost recovery solution that can be tailored to the needs of large and small firms. Because it's simple to use from every multi-function device and desktop, Equitrac Professional makes it easy to capture more expenses and transfer them automatically to billing systems.

The software interface enables distributed cost recovery functionality such as copy, print, fax, scan, phone, research, and courier disbursements. These expenses can be captured using Equitrac's PageCounter terminals or through the Desktop Client interface at any PC. Transaction logs and 3rd party data streams can be seamlessly integrated from external sources. Equitrac Professional integrates expenses from research applications, network fax servers, calling cards and cell phone fleets to provide complete cost recovery for each client or project.

Using automatic integration with financial systems, Equitrac Professional is kept synchronized with billing systems and ensures that charges are current and available for billing. Software and device users at local and remote locations benefit from the same real time access to the integrated system over the LAN/WAN, and the central server approach provides a single point of system administration and higher reliability.

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Equitrac Print Tracking

Complete and accurate charging of printed documents to clients becomes routine and virtually automatic with Equitrac Print Tracking. Using a unique combination of network services and client software, Equitrac Print Tracking integrates seamlessly with your firm's network, output devices and document management system. Equitrac Print Tracking provides effortless and guesswork-free matter centric tracking for every document output to any printer whether local or networked.

Equitrac Print Tracking can manage who may print to which devices and how much output they may produce. It can direct large jobs to the most efficient devices, increase the cost-effectiveness of color systems, and create different charging rates for different clients, devices and internal activities. Using Equitrac's summary, detailed and total activity reports allows firms to make more informed decisions on equipment deployment and acquisition. Analyzing users' document production activity, determining which machines are over- or under-utilized and recognizing peak usage periods help track your true costs and manage your output fleet more effectively.

In addition, Equitrac's Follow-You™ printing technology helps protect client confidentiality and satisfy regulatory privacy requirements. Documents are printed through a secure print server, and then released from the print queue only when users authenticate themselves at the printer.

Call Accounting

Equitrac Professional includes industry leading tele-management solutions designed to capture detailed information on telephone system utilization for cost recovery and telecom equipment and services expense management.
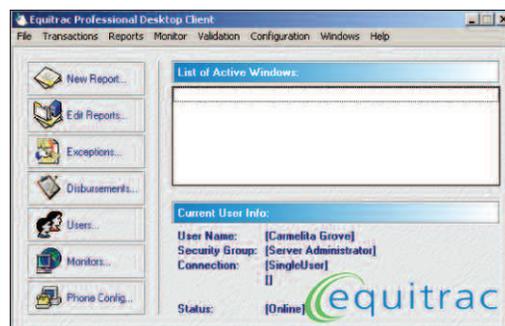
Working with call detail records from IP connected buffers or VoIP system database connections, the system identifies, prices and records each call so that usage can be reported and billing costs can be collected. The software interface can notify users via email or a desktop pop-up that they have just completed a call that needs a billing code. The system supports integration with PBX, Key and VoIP based telephone systems. Multi-site installations can be easily managed from the unified Equitrac Professional Desktop Client, even in a diverse mix of telecommunications systems and services.

Desktop Client

An easy to use tool that provides desktop access for all users to Equitrac Professional. The functionality and scope provided to each user is governed by a security profile which can be identified automatically with the user's network login. Simple deployment, automatic updates, and seamless support for LAN/WAN utilization makes Desktop Client a breeze to deploy over any TCP/IP network.

Users and their proxies can be notified by a pop-up to edit exceptions, enter disbursements and run reports. Administrators can change user profiles, set pricing exceptions, add users and billing codes, design reports and schedule events. Desktop Client can also act as a point of entry for disbursements so that miscellaneous disbursements can be captured as they occur. The built-in custom report designer gives unmatched flexibility in extending the comprehensive standard report set.

Equitrac Professional's Desktop Client allows for multi-user and multi-site administration and management of transactions, validations, exception editing and reporting - all through a single interface.

Capture, allocate and recover the cost of any document sent to local and networked printers or digital multifunction devices anywhere in the firm with Equitrac Print Tracking™. With its powerful and user-friendly pop up feature, firms can ensure that printed documents are associated with the appropriate billing codes.

Equitrac Professional

HARDWARE PRODUCTS

Equitrac's terminals are specifically designed to operate at full availability in tough operating environments such as reproduction and communications centers. Our devices feature all solid state components, standard TCP/IP with dual 10/100 Ethernet to eliminate extra network drops, remote diagnostics and serviceability via the embedded web server, and embedded database and application systems to ensure full functionality in all network environments. The result is a highly reliable and dependable solution that sets the industry standard for capturing expenses anytime, anywhere.

PageCounter

Equitrac's compact terminal for copy, faxes, and scan control. Its easy to use software architecture offers flexible, robust and user-friendly operation. This TCP/IP terminal features a small space-saving footprint that can mount directly on most devices, an easy to operate keypad, and an optional magnetic card reader. Like all Equitrac terminals, PageCounters provide full functionality in both on-line and offline conditions to ensure the highest possible availability in local and remote locations.

PageCounter Professional

Equitrac's most advanced cost recovery terminal for collecting copy, fax, scan and disbursement data related to client billing. Its unique software architecture makes this terminal versatile and user-friendly, fitting into any professional environment to help increase billable percentages and overall accuracy. Features include TCP/IP support with dual Ethernet, enhanced graphical user interface, a large color display, easy online help, and our embedded database architecture for offline capability.

To maximize the usage of each terminal, the dual fax option allows control of up to two fax machines and a copier from a single terminal. In addition, the support for up to seven modes of operation permits one terminal to track copy, fax, scan, postage, and a number of other client-related charges simultaneously.

FEATURES

Key Features

- Total cost recovery of expenses including copies, prints, faxes, scans, telephone, research, courier, and more
- Central server architecture for lower systems administration overhead and higher reliability
- Automatic pop-up notification of unallocated disbursements
- On-line error reallocation through Desktop Client
- Enter miscellaneous disbursement charges from any PC on your LAN/WAN
- Capture digital reproduction costs from printers and network attached copiers
- Identify and recover new workflow expenses based on document scanning and routing
- Customize client pricing using the enhanced price exception capabilities
- Integrate data from remote and 3rd party applications sites automatically

Ease of Use

- Users can generate reports of their own activity
- The convenient User Proxies feature allows assistants to perform error re-allocation on behalf of other users
- TCP/IP based communication for connection to terminal devices and client PCs
- High speed application server provides fast response times and rapid report generation

Advanced Features

- Perform virtually all cost recovery functions automatically
- E-mail and pager alert notifications of system problems
- Automatic integration to Time & Billing systems
- Integrate data from external sources such as fax servers automatically
- Integrated Windows and Novell user access authentication

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