



# RecFind 6 Presentation & Demonstration to the Queensland RecFind User Group

Using RecFind 6 for multiple applications such  
as HR Management & Contract Management

26<sup>th</sup> October 2011

# About RecFind 6



- RecFind 6 provides off-the-shelf all of the core functions for information management, with the ability to customise and extend the data model and application logic (without source code changes)
- We can therefore guarantee RecFind 6's ability to meet any metadata or information management standard including Lixi, AGLS, AGRkMS, VERS, SARKMS, ISO 16175, etc.
- Typical RecFind 6 information management applications include:
  - Electronic Document & Records Management System (EDRMS)
  - Business Process Management (e.g. Mortgage / Claims / AP / AR Processing, Case Management, etc.)
  - HR Information Management System
  - Student / Member / Customer Relationship Management & Contracts Management System
  - Customer Request / Complaints / Incident Management System
  - Physical Asset Management / Library System / Collection Management
  - Correspondence Management System

# About RecFind 6

Some examples of RecFind 6 Information Management applications include:

- EDRMS: Many sites including SLQ, ESTA VIC, VicForests, NSW Nurses Association, etc.
- Teachers Credit Union: EDRMS & Credit Application Processing System
- Gold Coast Institute of TAFE: EDRMS & Contract Management System
- Wesley Mission Victoria: EDRMS, Contract Management System & Incident Management System
- Bundaberg Regional Council: EDRMS & Project Management System
- Waratah Wynyard Council: EDRMS & HR Management System
- Foxtel & Aristocrat: Contract Management System
- Victoria Police: RMS & Case Management System
- NSW Crime Commission: RMS & Complaints Management System
- NSW Health: Immunisation Register
  - NSW Health said of RecFind 6 "The Knowledgeone RecFind 6 system greatly exceeds the requirements we specified in our RFQ ... The system allows a level of searching, viewing, editing and reporting unlike other systems that we have seen to date, and beyond the expectations we had for this project ... The system modifications, support and training you have provided to date have extended our ability to interrogate the data, perform quality assurance and understand the workings of RecFind in a very short period of time."

# About RecFind 6

When RecFind 6 is used for multiple applications it delivers all the benefits of a Service Oriented Architecture (SOA\*) system

\* A suite of interoperable services that can be used within multiple, separate systems from several business domains. Benefits include:

1. Reduced software costs
2. Reduced system implementation costs
3. Reduced staff training requirements
4. Reduced time, effort & complexity to integrate multiple application solutions
5. Significantly enhanced Information Management processes

## RecFind 6 Contract Management Example

The RecFind 6 Contracts Management System can enable organisations to more effectively manage the lifecycle of key customer, supplier & employee contracts, delivering benefits such as:

- Reduced exposure to financial and legal risk,
- Improved legal counsel and strategic sourcing staff productivity,
- Enhanced contract negotiation capacity (via automated process initiation triggered at key dates, immediate access to all related contract information, etc)
- Improved access, visibility and control over contracts

With a RecFind 6 Contact Management System you can significantly enhance your ability to manage contacts including:

- Scan hard copy contracts and store electronically a searchable PDF version
- Capture and store all other related documentation (e.g. e-mails & word documents)
- Enable staff to instantly & securely search & retrieve all contract information on-line
- Reduce hard copy storage & movement costs and reduce risk of loss of contracts
- Manage customer & supplier relationships (CRM)
- Effectively, with complete audit trail, manage key contract processes and workflows
- Automate reminder notifications of key dates & events & automatically trigger workflow tasks
- Extensive reporting ability
- Manage & track the location of hard copy originals

# About RecFind 6

RecFind 6 encompasses the following suite of fully integrated applications:

- Smart Client - [http://www.knowledgeonecorp.com/products/recfind\\_6.htm](http://www.knowledgeonecorp.com/products/recfind_6.htm)
- Web Client - [http://www.knowledgeonecorp.com/products/recfind\\_6\\_webclient.htm](http://www.knowledgeonecorp.com/products/recfind_6_webclient.htm)
- Data Registration Module - <http://www.knowledgeonecorp.com/products/drm.htm>
- Xchange - <http://www.knowledgeonecorp.com/products/xchange.htm>
- Button - [http://www.knowledgeonecorp.com/products/recfind\\_6\\_button.htm](http://www.knowledgeonecorp.com/products/recfind_6_button.htm)
- High Speed Scanning Module - [http://www.knowledgeonecorp.com/products/recfind\\_6\\_hssm.htm](http://www.knowledgeonecorp.com/products/recfind_6_hssm.htm)
- GEM - [http://www.knowledgeonecorp.com/products/recfind\\_6\\_gem.htm](http://www.knowledgeonecorp.com/products/recfind_6_gem.htm)
- RecCapture - [http://www.knowledgeonecorp.com/products/recfind\\_6\\_reccapture.htm](http://www.knowledgeonecorp.com/products/recfind_6_reccapture.htm)
- Mini-API - [http://www.knowledgeonecorp.com/products/recfind\\_6\\_miniapi.htm](http://www.knowledgeonecorp.com/products/recfind_6_miniapi.htm)
- SharePoint Integration Module - [http://www.knowledgeonecorp.com/products/recfind\\_6\\_sharepoint\\_integration.htm](http://www.knowledgeonecorp.com/products/recfind_6_sharepoint_integration.htm)



# About RecFind 6

## Demonstration

# Next Steps



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