

Description

EZ IMAGE enables you to link images to records for quick and easy retrieval. By using assigned unique ID numbers, scanned letters, memos, invoices and digital pictures are linked to account records for easy access. Just click a button to retrieve a document or image. EZ IMAGE is an add-on module that seamlessly integrates with Jenark property management and accounting software. This module includes all the necessary software, hardware products, and Jenark professional consulting expertise to fully implement EZ IMAGE.

Benefits

- Reduces office storage space by replacing historical files and records with electronic documents
- Provides an efficient way to retrieve images and documents
- Saves time locating files
- Helps the auditing process by providing easy access to back up documentation for accounting transactions

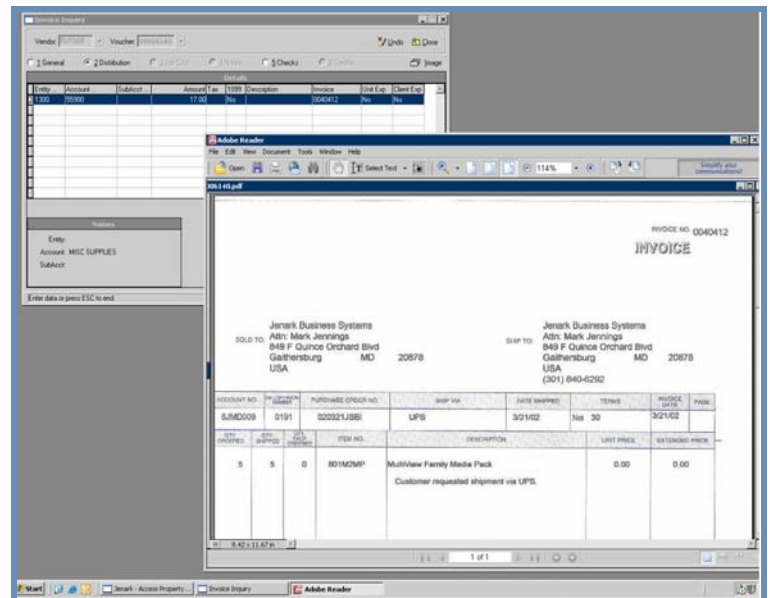
Features

- Flexible – the module can be customized and you are provided with Jenark technical assistance during setup
- Easy-to-use – after documents are scanned, retrieve documents or images with just a click of a button
- Comprehensive reporting – include PDF images of vendor invoices in your automated monthly Board Reporting Packages that can now be sent electronically or printed as a complete document
- Adaptable – electronic documents can be used in all areas of Jenark property management and accounting – violations, work orders, invoices, and vendor or home owner information

How it Works

A unique ID will automatically be assigned when entering data into Jenark. Next, scan the image with Jenark approved equipment or upload your digital image in the appropriate file. Once the document is saved, it will automatically link to the record. To retrieve a document, sort for the unique ID or the company name, click on the link, and the PDF document will appear. It's that easy!

EZ IMAGE works in conjunction with all of Jenark's software solutions. Whether you are a management company or a self-managed community, this is a simplified approach to scanning and retrieving documents and images.



To Order EZ IMAGE, Contact Your Jenark Sales Representative at 888.711.3393!

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