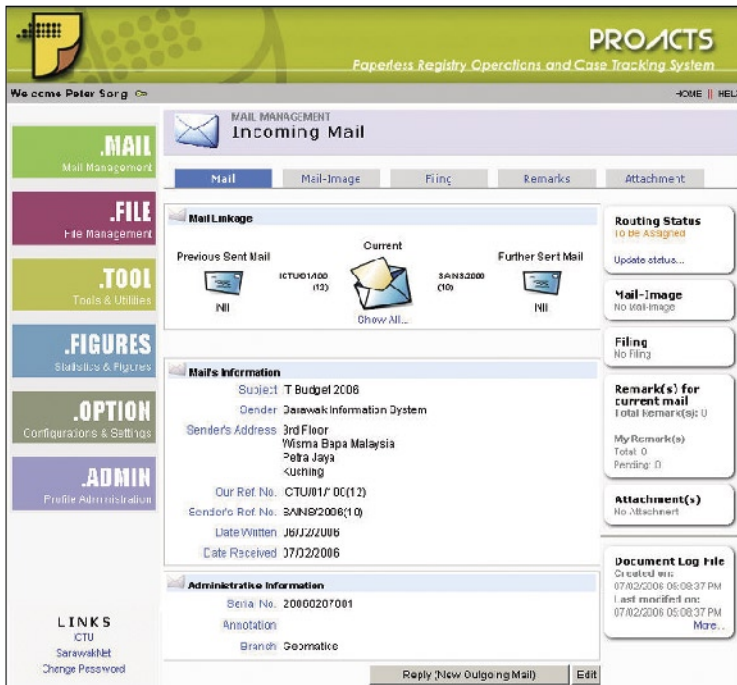
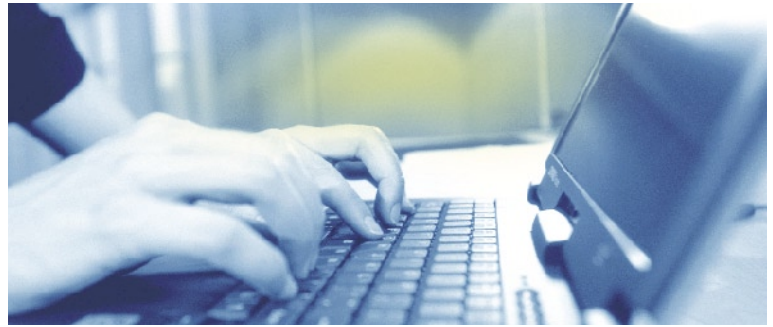


PROACTS (Paperless Registry Operations and Case Tracking System)

Creating effective and efficient office environment



Email Management feature in PROACTS 2006

Features & Benefits

Easy Management of files

- No messy filing system
- Ease tracking of incoming & outgoing documents

Desired Document Accessible with a 'Click'!

- Time Saving
- Up-to-date information available immediately

Flexible Security

- Only authorised persons can access the documents

Electronic Transaction

- Paperless and environmental-friendly
- Space savings

To enhance the management of files and mails in the File Registry and also facilitate the tracking of associated cases which are handled by action officers.

PROACTS is a file indexing system for file and mail management which provides a full range of functionalities on File Registry operation in a typical office environment.

PROACTS offers a paperless quality management system and more systematic workflow to enhance the efficiency and effectiveness of the working environment.

PROACTS provides your organisation a superb graphical user interface that is user-friendly and easy to use.

SARAWAK INFORMATION SYSTEMS SDN BHD

Head Office:

Level 3, Wisma Bapa Malaysia
 Petra Jaya, 93502 Kuching, Sarawak, MALAYSIA
 Tel: (60) 82-444199 Fax: (60) 82-444211

Call Centre:

Tel: (60) 82-236633 Fax: (60) 82-235522
 Email: helpdesk@sains.com.my

Business Enquiries:

Tel: (60) 82-426733 Fax: (60) 82-423533
 Direct Line: (60) 82-422472
 Email: service@sains.com.my

PROACTS (Paperless Registry Operations and Case Tracking System)

Built-in Workflow

Incorporated with workflow technology, PROACTS can be deployed beyond the Registry to any executive's desktop for monitoring and tracking of actions (cases) that are typically associated with incoming and outgoing mails. PROACTS will keep you and your organisation well organized and managed with mails and documents at all times.

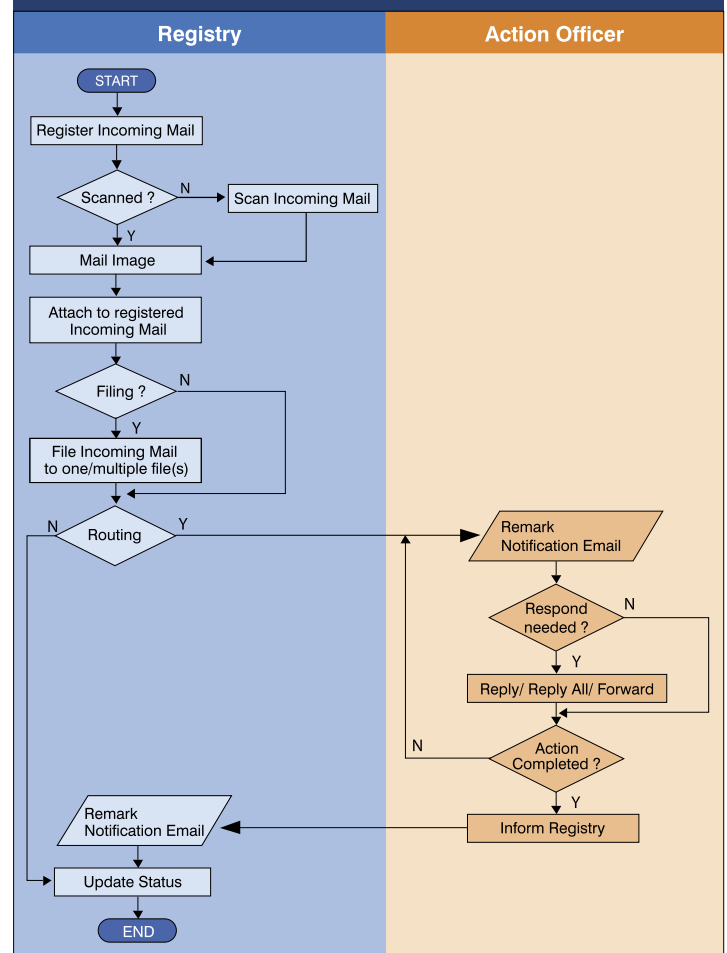
Electronic Routing And Distribution

To ensure your precious time is being used for the best result, Electronic documents can be scanned and attached with mails and can be routed to Action Officer for action or information. Even better, the automatic routing system will also prompt the document sender and recipient if there is no action being taken by document receiver after a certain time frame. Besides, the "paperless" idea behind PROACTS gives you a better sense of being environmental-friendly as well.

Searching

PROACTS offers you a cleaner and more spacious working environment as once the data on files and mails are captured. Information can be deployed electronically in as many way as the number of data items captured. Free-text search using one or more key-words allow you to literally search on any data item captured. Filing systems seems so neat and easy by using PROACTS.

Workflow of PROACTS



Minimum Hardware Requirements

Client Workstation:

Pentium 166Mhz CPU
 50MB free hard disk space for Lotus Notes Client
 16MB RAM (32MB RAM recommended)
 Windows 95

Server:

INTEL Pentium 150Mhz
 8GB hard disk space and expandable
 64MB RAM (128MB RAM recommended)
 WIN NT 4.0
 Domino Server Version 6.5.1