



Ps DocuLexLink

For Sage Abra

Ps DocuLexLink Benefits Include:

- Take the comprehensive document index and search capabilities of DocuLex and launch directly from within Sage Abra
- Instantaneously pull electronic documents that relate to the employee you are reviewing in Sage Abra to the screen at the touch of a button
- Word/Phrase search through all or a subset of your documents
- Pull up 'like type' documents from across your employee base (e.g. all I9 forms)
- Quickly and easily comply with auditors to access, print, email, and review similar forms

Requirements

Ps DocuLexLink requires Sage Abra and DocuLex.

SAGE ABRA

At Perryman Software, we work to help people and businesses realize their full potential.

Demographics - ZSI/ABC SYSTEMS, INC

| | | | |
|-----------------|----------------------------|------------------|-------------|
| Employee | Donald A Adams | SSN | 232-09-8027 |
| Status | Active Employee 02/12/1976 | ID Number | 103 |

| Address and Phone | Personal | Photo |
|-------------------------------|--------------------------------|-------|
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Buttons: OK, Cancel, Apply, Ps DocuLexLink, Retrieve

Whatever the size of your business, sound document management processes are a key part of business growth and a well-established means of improving the efficiency and effectiveness of internal operations, both for compliance and improved office productivity.

Access important employee documents instantly using Ps DocuLexLink in Sage Abra with the click of a button. Utilizing DocuLex's web services to integrate your systems, you can click the Ps DocuLexLink icon and retrieve all documents that are stored in DocuLex for that employee when viewing any detail employee panel within Sage Abra. Once in DocuLex, pull up "like type" documents from across your employee base (e.g. all I9 forms).

By combining Sage Abra and DocuLex through Ps DocuLexLink, you will be able to streamline your document management, saving you time, storage, and confusion by having access to critical documents at your fingertips at all times.

From developing innovative solutions to providing award-winning customer support, Perryman Software is dedicated to surpassing your expectations in all aspects of our business. For more information about Perryman Software applications, contact your local Sage Abra business partner, call us directly at 800-551-6875 or visit our website at www.perrymansoftware.com.



Learn more about DocuLex

(DocuLex purchase required for use of Ps DocuLexLink)

DocuLex Benefits Include:

- Instant and secure document access from anywhere, at anytime
- Greatly reduced paper storage costs
- Activity log of all who access documents
- Better document control with check-out & in and versioning
- Elimination of lost and misfiled documents
- Reduced transportation costs for delivery and distribution of documents
- Document management integration with line of business application
- The convenience of content management for all files with one application
- Compliance with Legal and Privacy requirements

Reduce paper use

Paper is expensive when physical cost, processing, and storage are taken into account. Trying to access information on paper also wastes time. According to All Associates, 75 percent of the cost of a document is in management and logistics.

Minimize copying expenses

A Gartner survey indicated that the average business document is copied 9 times. The costs and labor associated with copy machine use

can be considerable. Duplicating and distributing documents electronically can eliminate the vast majority of these expenses.

Improve overall document handling

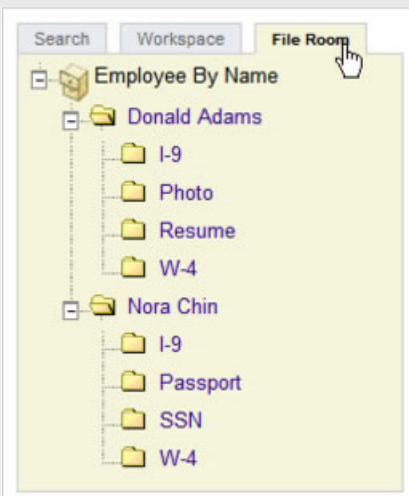
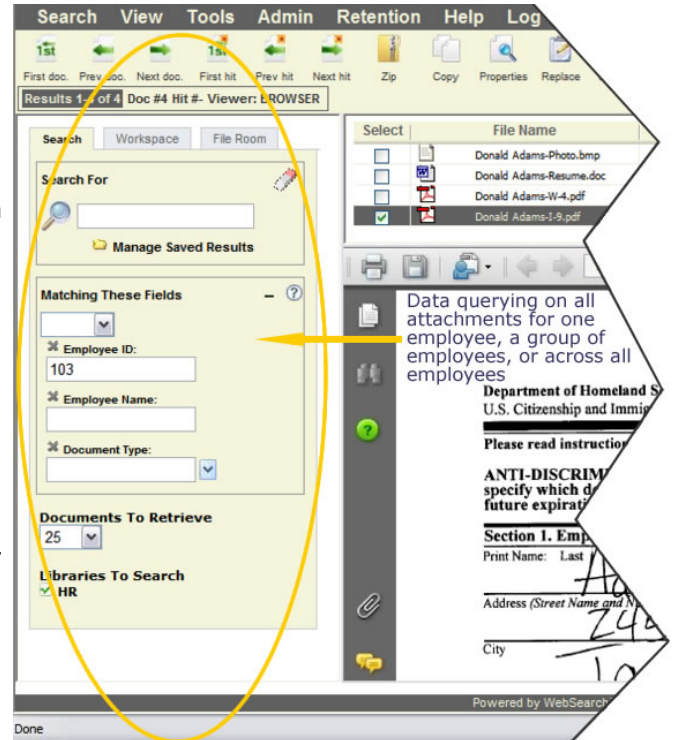
A survey performed by INC magazine concluded that it costs, on average, USD 20 for a business to file a document. If the document is misfiled, it then costs approximately USD 120 to search for it. In the worst case, if the lost document must be recreated, it costs the business on average USD 250. These types of expenses can be largely eliminated through an effective electronic document management system.

Eliminate redundancy in information handling

CAP Venture Group determined that 80 percent of the documents that business people work with in the computer are also retained on paper, creating unnecessary redundancy and waste.

Free staff members for more productive work

Studies estimate that professionals typically spend over 500 hours annually reviewing and routing files and another 150 hours looking for incorrectly filed documents. This time could be used much more productively with an electronic document management solution in place.



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