

data sheet:

Store, find and use your paper and electronic information.



We make your information accessible: guaranteed!



Find Information Fast

TAB FusionRMS makes information easy to find and access, regardless of format.

- Track all of your important information
- Search for information by keyword, category or other important details
- Review electronic documents and scanned paper documents on any device
- Locate and request delivery of paper documents



Streamline Business Processes

TAB FusionRMS helps you save money and operate more efficiently.

- Manage paper and electronic information together in one convenient system
- Make information available instantly to the people that need it, wherever they are located
- Save time finding and collecting files for transfer or disposition
- Analyze and improve business processes with powerful reports



Manage Risk And Compliance

TAB FusionRMS provides a single platform to help you manage electronic and physical content.

- Get a detailed custodial history of every file, showing you exactly who has had it and when
- Stay compliant with legislative requirements through automated retention management
- Manage access to information with sophisticated permission settings
- Apply multiple legal holds to records

tab
FUSIONRMS

Why TAB FusionRMS?



Locate Your Information

TAB FusionRMS indexes all your important information, allowing you to search by keyword, category or any other important detail. Integrated labeling and barcoding allows you to track physical files and boxes with ease.



Get a Platform For Going Digital

TAB FusionRMS allows you to store, find and use electronic and paper information in one convenient system. It is the perfect repository for scanned paper documents as you evolve toward fully digital business processes.



Optimize Paper-Based Business Processes

Not all business processes are ready to go digital. TAB FusionRMS allows you to process, retrieve and manage paper information with vastly improved speed and accuracy—saving you a lot of time and money.



Minimize Information-Related Risk

TAB FusionRMS provides oversight and controls to allow you to secure and manage paper and electronic information. You will reduce your risk of unauthorized file access, legal challenges and non-compliance with recordkeeping requirements.

Why TAB?

Our Solutions Are Guaranteed

TAB FusionRMS is the only software of its kind designed and implemented by experts in records and information management. Our implementation teams are there to ensure that the solution fully solves your business challenges.

We Understand Your Business

TAB has extensive experience in the market sectors we serve, with teams of professionals focused specifically on financial services, energy, legal, government and others. Because we understand the information landscape and business processes within your industry, we can apply proven solutions that save time and reduce risk.

Stability

As a records management solutions provider for over 65 years, TAB understands the strategic importance of information. That's why security, reliability and business value are at the forefront of everything we do with TAB FusionRMS.