



FACTS Data Sheet: Faxlink

**With Faxlink,
invoices, purchase
orders, quotes and
other documents can
be easily and quickly
faxed directly from
your FACTS system.**

Faxlink allows FACTS users to easily and quickly send faxes directly from any PC workstation or even a dumb terminal. Using the power of VSI-FAX from Esker, Faxlink eliminates manual faxing processes, thereby saving time and money. Even better, it's fully integrated so that a fax can be sent for all report and print functions from any FACTS solution. If you can print it from FACTS, you can fax it using Faxlink.

Cover Pages are fully customizable with the CoverMaker utility and allow you to create as many cover pages as needed for each department or function:

- Place variables such as date, company name, recipient and sender on the cover sheet
- Create customized text for each cover sheet using the WYSIWYG editor
- Cover pages are optional and each user can have their own cover page

Creating Faxes is easy. Anything that can be printed in FACTS can be faxed using Faxlink:

- FACTS Quick Note allows you to quickly create a memo for a cover page only fax
- Faxes sent to multiple recipients can be customized with individual and global memos
- Faxes can be sent immediately or at a specific time by specifying a transmission time within 24-hours, taking advantage of lower long-distance phone rates at off hours
- For PC users, the VSI-FAX client can be used to send faxes from any Windows program

➔ BUSINESS OBJECTIVES:

Faxlink allows distributors to improve, enhance and streamline a variety of standard business communications by make faxing documents more efficient and effective. Employees will save valuable time and become more productive while presenting a professional appearance.

Distribution options from just one recipient to pre-defined broadcast faxes, Faxlink can support any recipient distribution:

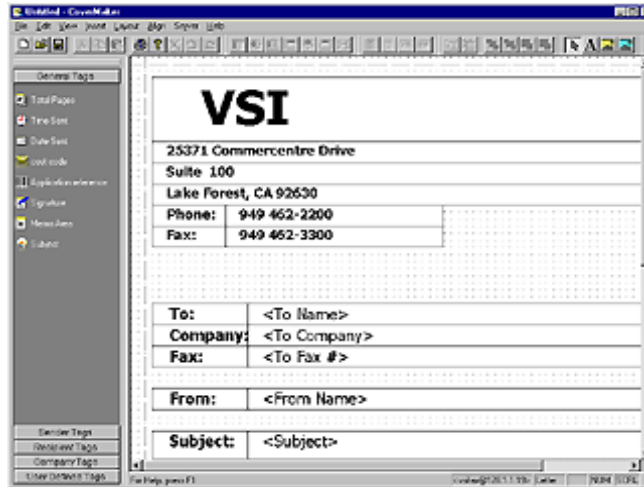
- Faxes can be sent to multiple recipients
- Fax directory records can be created for customers, vendors and other contacts
- Fax classes allow all recipients in a class to receive the same fax without having to enter the information individually
- Fax groups consists of individual records, fax classes and/or other defined fax groups.

Fax Queue Inquiry

In both a graphical and character environment, the fax queue is available for viewing, modifying or deleting a fax request.

Customized Forms

Professional looking invoices, purchase orders, quotes and other documents can be faxed using UnForm to graphically enhance outgoing documents.



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