# TPS Archive
## *Research & Storage*

For many businesses managing, storing, and accessing archived data can often present a challenge. RP Solutions' TPS Archive solution addresses this issue by providing a simple way to scan, digitize, store, and retrieve your information. TPS Archive image capture software runs locally connected to low, high speed, and full-page image scanners. Image capture files are then securely transmitted to our cloud-based platform for archive, without taking up space in filing cabinets, storage facilities, or on internal servers. No matter how checks, coupons, invoices or other documents are received, TPS Archive provides an enterprise-wide image archive platform.

With cloud-based TPS, simply login from any web browser with your secure credentials and you are connected to all of your information! TPS Archive is powerful, flexible and cost-effective. Additional features include an easy-to-use image viewer, extensive search capabilities, masking and redacting of sensitive data, audit logs, and transaction reports. In addition, having a cloud-based solution means you no longer pay for system upgrades, need internal server hardware, or 3rd party server software. TPS also provides automatic Disaster Recovery, saving you time and money, and giving you peace of mind for your most critical customer and business data.

## TPS Archive Benefits

### Easier Retrieval
Searching for and finding documents can be very time consuming. With TPS, apply customized indexes for simple electronic filing and search for a document quickly by typing in a word or phrase. Access vital information anytime - in your office, at home, or on the road!

### Regulatory Compliance
Compliance requirements for certain documents can be strict and complex. TPS reduces the risk of non-compliance with best in class security, masking and redacting capabilities, as well as customized, automated retention and destruction schedules.

### Better Collaboration
Documents captured from different sources can be accessed virtually from any location and by any authorized employee. Teams in different offices, employees working remote, or even those traveling for business can all reference the same information when collaborating on a project or customer need.

### Improved Customer Experience
Having accurate information at your fingertips is key to providing an exceptional customer experience. When a customer's immediate needs are met, they are more satisfied and retention surges.

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# TPS Archive Features
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### Forms

Easily capture and locate both structured and unstructured forms. TPS recognizes your most scanned and stored structured forms. Minimize manual data entry for unstructured forms using optical character recognition (OCR), intelligent character recognition (ICR) and barcodes.

### Masking & Redacting

Sensitive financial, confidential, or customer information can be masked or redacted. Privileges can be assigned to allow users access to certain information. Annotations can also be used to add details to an archived document.

### Scanning

TPS supports all industry leading scanners allowing users to capture a wide variety of document types and providing peace of mind that TPS Archive will work with your existing scanners.

### Reduced Cost & Simple Access

TPS Archive has minimal start-up fees and eliminates in-house server hardware/software and annual maintenance fees. Once implemented, TPS Archive works with any browser, simply enter your credentials and get started.

### World Class Security

TPS is hosted on the Amazon AWS platform, which adheres to the highest security standards. RP Solutions also layers monitoring software that provides vulnerability assessment and intrusion detection.

### Disaster Recovery

With cloud-based TPS, data and images are automatically replicated across multiple data centers. You can connect to TPS from any computer, guaranteeing maximum business continuity assurance in the event of a disaster.

## TPS Archive Provides

- Fully Integrated Archive

- Simple Data Search for Faster Customer Response

- The Ability to Redact or Mask Sensitive Data

- Configurable User Roles and Privileges to Control Information Access

- Bi-Tonal or Grey Scale Options

- Two Years Free with the TPS Platform

- Extended Archive Options - Up to 20 Years or more

- Full System Integration - TPS Utilizes a Direct API to Integrate With Your Other Back-End System

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