

# Lane Passport 4000 Personal Communications Center



A Flexible Alternative to Traditional Email Interfaces

The Lane Passport Personal Communications Center (PCC) is a powerful client application which provides a flexible and user-friendly alternative to traditional email interfaces. Communicating directly with the Passport fax server, it can be used to prepare, send, track and receive fax messages directly from a desktop. As a result, it eliminates email lantencies, storage problems and audit compliance issues.

## PCC Features

- Ability to create messages consisting of both text and attachments, and addressed to multiple destinations: Options include priority settings, delayed dispatch, and user-selectable customizable cover sheet.
- Users can track, resubmit, re-route or cancel messages: Messages can also be retrieved historically, and the system audit trail queried on an individual or departmental basis.
- Set up automatic and forced approval systems: With the option to prevent designated approvers from approving their own messages. Reasons for rejecting a message can be created and appended.
- Faxes can be sent in a variety of formats, including TIF images or native file types.
- Based on .Net framework, and runs on Windows operating systems.
- Sits on the Windows systems tray: users are notified on a receipt of a new message and when final delivery has taken place.

## PCC Capabilities

- Manage fax and email messages on an individual or departmental basis.
- Set up personal or shared address books of fax numbers and email addresses.
- Send faxes and emails to one or multiple recipients.
- Attach documents in native file formats for conversion to fax or to be sent in original form to email destinations.
- View and forward received faxes, and mark them to be actioned by a departmental user.
- Print sent and received faxes.
- Organize and manage real-time fax status and notifications; locate messages quickly through query builder, and access online archive store for document retrieval.
- A web version of the PCC is also available.

