



## iTrak<sup>®</sup>

## Lost & Found Module

### V5

**Security  
Surveillance  
Risk Management  
Loss Prevention  
Solutions**



#### Flexible

- Maintains existing iTrak security and drop downs
- User defined customizable fields
- Multiple bar code support

#### Cost Efficient

- Client/server architecture provides a single centralized database for multiple properties

#### Powerful

- Colour coding to differentiate between outstanding found, returned and disposed items
- Multiple key word searching
- Ability to optionally run lost reports against found item database, reducing "sweethearting"
- Powerful lost & found matching engine for large found item databases
- Comprehensive disposed and returned item verification process
- Ability to attach pictures or other scanned documents to reports

#### Comprehensive Reporting

- Complete reporting, including aging, disposal and return reports
- Single report generation including all related lost & found data and photographs
- Support for export to PDF, Microsoft Excel, Microsoft Word and Crystal Reports

In today's large multi-facility environments, entering, managing and maintaining hundreds of lost & found items is a difficult and complex task. Security and other personnel tasked with entering, returning and storing found items find it difficult to manage lost reports and dispose of found items with any accuracy or ownership.

The iTrak Lost & Found module provides an answer to these problems with a complete integrated organized solution for maintaining lost reports and matching them against large found item databases. An operator can visually review what has been reported as lost or found and manage the disposal of these items. They can respond immediately to inquiries about lost items, including the ability to locate items by date, category, colour, material, manufacturer, serial number and location.

With a powerful verification process, users are able to complete the return or disposition (charity, finder) of found items with as much or as little detail as required, including: date, owner ID(s), billing, shipping and reward details as well as any related photo identification.

The iTrak Lost & Found module also provides the ability to enforce filing lost reports without directly viewing the contents of the found database. This forces operators to file lost reports in order to access and return found items, preventing "sweethearting", thereby reducing fraud and internal employee theft.

The Lost & Found module provides a visual colour coded view of current outstanding found items as well as the ability to view previously disposed or returned items and all relevant details. It also offers a multi key word search allowing quick searches of existing found item descriptions and all associated details.

Users can also manage found item inventory through ready identification of unreturned items that have a selected hold until date, allowing them to be disposed after a fixed length of time, such as a week or month.

As with the base iTrak platform, the iTrak Lost & Found module provides a complete snapshot and transaction history from the time the items are found until they have been returned or disposed, including dates, verification information and photos. Based on the existing iTrak technology and user interface, the Lost & Found module allows operators to quickly get up and running and learn new features in no time.

**REQUIREMENTS**

**iTrak Client Software**

- Microsoft® Windows 2000
- Microsoft® Windows XP

**iTrak Client Hardware**

- Pentium III 800MHZ or higher
- 512 MB RAM (1 GB recommended)
- 100 MB available disk space
- SVGA Monitor capable of a minimum of 800x600 resolution
- Network Card (Networked installations)
- CD-ROM Drive
- Mouse

**SQL Server Software**

- Microsoft® Windows 2000 Server with Service Pack 2 installed
- Microsoft® Windows 2003 Server with Service Pack 1 installed

**SQL Server Hardware**

- Pentium 4 2.0 GHz or higher
- 1 GB RAM (2 GB recommended)
- 350 MB available disk space
- SVGA Monitor capable of a minimum of 800x600 resolution
- Network Card (Networked installations)
- CD-ROM Drive
- Mouse

**Microsoft® SQL Server™ 2000**

- Microsoft Windows ® 2000 Server with Service Pack 2 installed and Microsoft SQL Server 2000 installed and set for Mixed Mode operation

**Microsoft® SQL Server™ 2005**

- Microsoft Windows ® 2000 Server with Service Pack 2 installed and Microsoft SQL Server 2005 installed and set for Mixed Mode operation

\* SQL licences are not included in the price of the software.

**Part Numbers**

**Lost & Found Module requires the purchase of iTrak Enterprise or iTrak Lite.**

**30-1406A**

**iTrak Enterprise: Lost & Found Module (Supports Existing iTrak CALs)**

**Multi-Property SQL Platform**

**30-1406B**

**iTrak Lite: Lost & Found Module (Supports Existing iTrak CALs)**

**Single-Property SQL Platform**

**Recommended Hardware**

**35-1100A**

**iD Acquire Business Card/Driver's License Scanner**

**35-1101A**

**iD Acquire Business Card/Driver's License/Passport Scanner**

**35-1102A**

**iD Acquire Driver's License Magnetic Stripe Scanner**

**50-1005A**

**Web Camera**

**50-1100A**

**Bar Code Reader: Hand Held**

**50-1101A**

**Bar Code Reader: Stand Alone Multi Line**

**50-1200A**

**Electronic Signature Pen with 1.5" LCD: USB Interface**

**50-1201A**

**Electronic Signature Pen without LCD: USB Interface**

**50-1300A**

**Label Printer: Dymo LabelWriter 400 Turbo Label Printer**

**50-1301A**

**Label Printer: Zebra TLP 2844 Label Printer (includes USB Cable & 1 Ribbon 4.3")**

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