

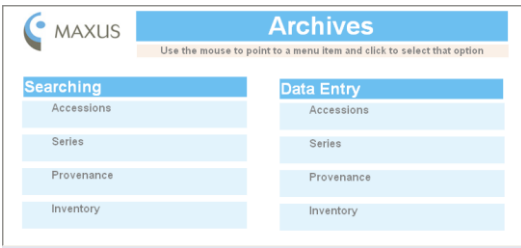
Maxus Archives

Use Inmagic DB/Text Works® and Maxus Archives to document and manage your paper archives and memorabilia.

Maxus Archives harnesses the flexibility and power of the user-friendly Inmagic® TextWorks software to deliver an application that will manage archives as well as memorabilia. Maxus Archives is ISAD compliant and adheres to sound archival practice based on the series system, with functionality to manage Acquisitions, Series, Provenance and Items.

Clear NAVIGATION

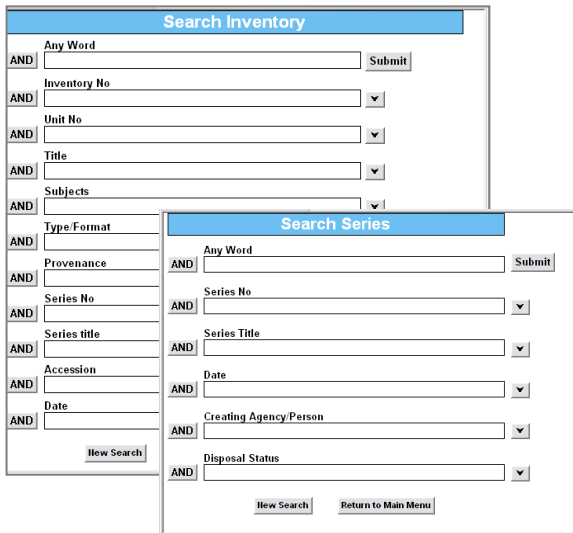
A menu provides the entry point to the database.



There are four textbases which are linked to allow information to be brought together to document the context of the records and to minimise duplication of data – Accessions, Series, Provenance and Inventory.

SEARCHING is simple yet powerful

Use drop lists to browse for search terms as well as Boolean operators for precise search accuracy.

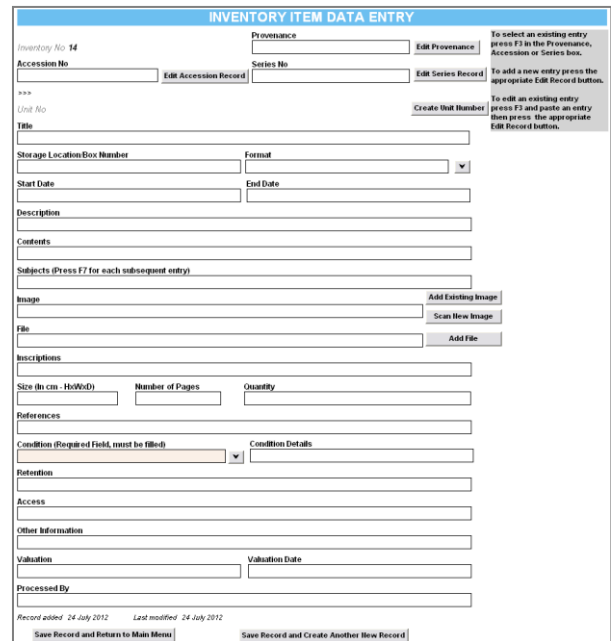


Records can be SORTED, DISPLAYED and PRINTED in a range of forms

In addition to the reports supplied with the system, you can also use DB/Text Work's drag-and-drop form designer to create reports to your own requirements.

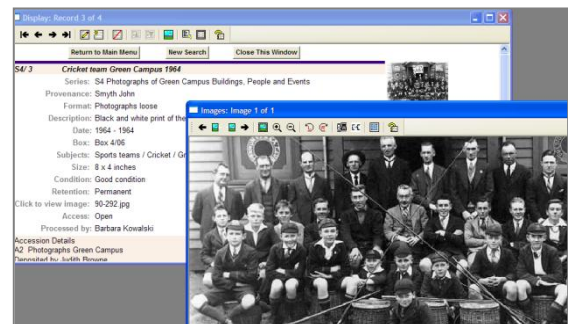
DATA ENTRY is Quick and Easy

Data entry screens have buttons and drop lists to make selection and navigation easy.



View an IMAGE or document from its Inmagic record

Images and documents can be included in the Inventory database.



Data is LINKED

Enter Series, Accessions and Provenance once only, and view in Inventory records.

Features of Maxus Archives:

- Easy to use right “out of the box”
- Powerful searching and reporting
- User customisable*
- Accession items as received for future detailed management
- Register Provenance, Series and Accessions details once only, for use with all related items
- Create your own series records to match your collection and usage
- Describe each item in detail in the Inventory file, adding scanned images of documents or photographs as wished
- Text Works database linking minimises duplication of data
- Quickly and easily supply tailored lists of items in the Archive
- Organise storage to suit your own needs, ordering items by Inventory Number, or adding Unit Numbers for all items within a storage box or location

*Add or change fields within the system, add reports, etc. Use the Text Works built-in designers yourself, or call on Maxus for help with customising a system to your own needs.

Inventory Report showing Series headings

S3 Curriculum Committee Minutes and Correspondence		
S3-001	Correspondence Curriculum Committee Date: 1982 - 1998	Location: Box 3/02
S3-002	Correspondence Curriculum Committee 1999-2004 Date: 1999 - 2004	Location: Box 3/02
S4 Photographs of Green Campus Buildings, People and Events		
S4-001	Cricket team Green Campus 1964 Provenance: Smyth John Date: 1964 - 1964	Location: Box 4/06
S4-002	Photos of Sports Days 1952-1964 Date: 1964 - 1964	

Maxus Archives is a component of the **Maxus Heritage Management Suite**. Our heritage applications are designed to make it easy to manage collections of historical objects, museum collections, collections of art works and archives and memorabilia.

All Maxus Heritage solutions are available for access on single user or networked PCs using Inmagic DB/TextWorks, which is supplied for both a SQL and non-SQL platform.

Web-based solutions are also available.

Technical specifications:

- Maxus Collections
- Maxus ArtWorks
- Maxus Archives



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