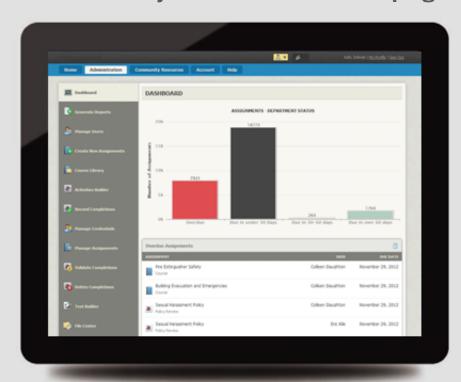


## Records Management: A 21st Century Solution to Recordkeeping.

Go paperless by storing important documents in a virtual file cabinet. The File Center provides a password-protected online location for administrators to manage their organization's resources, including files, links, or videos.

For example, items such as employee handbooks, policy documents, videos, PowerPoint presentations, or links to frequently visited websites can be added by administrators for users to access any time via any web enabled device.



## **Training Documentation**

With TargetSolutions you have the ability to create any type of training documentation you want and attach it to any activity or course you want. Ensure accountability by requiring employees to use an e-signature to verify they've received any type of activity.

## **Customizable Content**

TargetSolutions' platform allows administrators to completely customize content to their own specifications to meet mandatory organizational requirements. Administrators can also create custom courses, tests and much more.