

ACCELERATE YOUR EFFICIENCY!

With BiS OP Center, you will:

- **Move beyond point packages to complete solutions.** BiS OP Center supports your entire company—sales, service, accounting, human resources, and more—eliminating the need to buy multiple software packages and transfer data between applications.
- **Get a complete view of your company at a glance.** BiS OP Center provides real-time dashboard views into key business information from each department, allowing you to make more informed business decisions.
- **Virtually eliminate IT issues and their costs.** BiS OP Center is an integrated software service that virtually eliminates your concern over software upgrades, allowing you to focus on running your business.
- **Benefit from greater functionality.** BiS OP Center functionality supports your accounting, sales, vehicle maintenance, and human resources business processes, helping you solve complex issues as you grow.
- **Grow your company without software barriers.** BiS OP Center can support companies with one or thousands of employees, meaning you never have to worry about the number of transactions, users, or data.

**Put the power of OP Center to work for you!
Take the first step and contact us today.**

BiS

BLAKE INFORMATION SOLUTIONS

Contact Sales by phone at 623-505-4888 x112,
or e-mail sales@blakeis.com.
Or visit our web site at: blakeis.com.

BiS OP Center
improves access to
critical information and
reduces operating cost.



A
SYSTEM
DESIGNED
FOR SMALL & MID-SIZE
BUSINESS

ACCELERATING BUSINESS PERFORMANCE



blakeis.com

ACCELERATE



HUMAN RESOURCES

- EMPLOYEE DEMOGRAPHIC** Automatically track all HR-related information about your employees, such as personal data, benefit details, vacation and sick accrual, performance and compensation, training and awards.
- BENEFIT ADMINISTRATION** Manage the benefits your organization offers employees, set up and administer benefit plans, manage the calculation of employee and employer premiums.
- SAFETY** Track all Worker's Compensation and accident injuries.

CLIENT RELATIONSHIP MANAGEMENT

- CLIENT MANAGEMENT** Record all client-related information and automatically track all contract-related information and activity.
- MARKETING CAMPAIGN** Tools to automate, track, and report on your marketing efforts.
- SALES MANAGEMENT** Track and report all sales activity; invoice clients.
- CLIENT SUPPORT** Record and track all support calls and results.

SUPER CHARGE YOUR BUSINESS!

Everything you need to run and monitor your business effectively is now available in one easy-to-use affordable application. BiS OP Center can help you:

- Accelerate business processes
- Improve efficiency
- Streamline routine tasks
- Control costs
- Increase sales
- Improve client satisfaction
- Empower employees

In addition, BiS OP Center is a fully integrated system that allows you to share information and function with multiple users.

- Reports Manager:** Provides you with immediate access to on-line reports that support each of the business functions.
- Forms Manager:** The forms you need to run your business are stored in the forms library for immediate availability. Forms can be pre-filled to speed up processing time and electronically stored for easy recall.
- Digital Filing:** All critical documents are electronically filed for easy access.
- Records Manager:** Ensures you are compliant with local, state, and federal agencies, and helps you manage your records appropriately.
- Security (Authorization):** A system administrator you designate authorizes every user's access and features rights, and the system automatically generates an audit trail and reports detailed system activity. You know who is doing what at all times!

VEHICLE MANAGEMENT

- PREVENTATIVE MAINTENANCE** Monitor oil changes, tire rotation, fuel consumption; receive alerts when maintenance is needed.
- WARRANTY TRACKING** Know exactly when your assets' warranties expire and more.
- REPAIR HISTORY** Track all activities.
- CLAIMS** Record all claims and their costs.
- INVENTORY** Manage company property assigned to employees.

ACCOUNTS PAYABLE

- VENDOR** Record all vendor and contract-related information.
- ACTIVITIES** Record and digital file all bills according to vendor.
- TO PAY SUMMARY** Streamline bill payment. Show open payables, review open invoices and pay them.